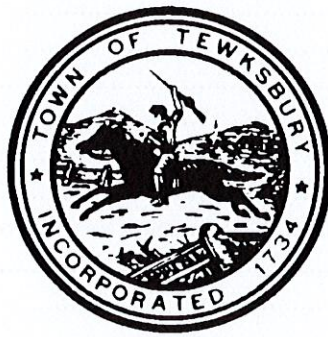


Annual Report

Town of Tewksbury Massachusetts



2022

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AT YOUR SERVICE	Back Cover

2022 IN MEMORIAM

<u>First Name</u>	<u>Last Name</u>	<u>Position</u>
Barbara L.	Chandler	Election Staff
Elaine	Ciccolella	School Aide
John	Cuneo, Jr.	Deputy Fire Chief
Robert	DeGaravilla	Teacher
Robert F.	Demers	Registrar/Housing Authority
Mary P.	DiBella	School Food Service/Election Staff
Eleanor	DiPaolo	Teacher
Doris	Doherty	DPW Clerk
Rosamond	Dorrance	School Principal
Sandra	Ethier	School Food Service
Ruth	Fortier	School Food Service
Marilyn	Fowler	Library Assistant
Louise	Gearty	School Nurse/Election Staff/Housing Authority
Dorothy	Gerrard	School Nurse
Rochelle	Hastings	School Food Service
Pearl	LaRosa	Election Staff
Allan	MacGilvray	Head Filter Operator
Thomas L.	Nawn	School Assistant Principal/School Committee
Mildred	Patterson	School Food Service
Barbara J.	Silva	School Aide
Mary	Turcotte	Library Aide - School Department
Sandra	Turcotte	Secretary - Town Clerk

GENERAL GOVERNMENT

Biograph

Elected Officials

Appointed Officials

Boards-Committees-Commissions

Federal and State Government

Annual Town Election

Annual Town Meeting

Special Town Meeting

State Primary

Special Town Meeting

State Election

BIOGRAPH

1. Town
Tewksbury, Massachusetts
Incorporated in 1734
2. County:
Middlesex, ss
3. Location:
At the junction of two new superhighways in northeastern Massachusetts, U. S. Interstate 495 and U. S. Interstate 93. The Town is bordered on the north by the Merrimack River, Northeast by the Town of Andover, southeast by the Town of Wilmington, southwest by the Town of Billerica and borders on the City of Lowell on the west. It is 21 miles from Boston, 50 miles from Worcester, 30 miles from Salisbury Beach and 230 miles from New York City.
4. Population:
2010 - 32,516 Annual Town Census
2010 - 28,961 Federal Census
2011 - 30,309
2012 - 30,077
2013 - 29,367
2014 - 30,613
2015 - 29,855
2016 - 30,425
2017 - 30,010
2018 - 30,435
2019 - 30,417
2020 - 31,044 Annual Town Census
2020 - 31,342 Federal Census
2021 - 30,266
2022 - 30,730
5. Land Areas:
20.7 square miles
10,789.5 acres
6. Climate:
Mean annual precipitation – 43.3 inches
Mean Temperature - January – 37°F
July – 82°F
7. Elevation:
Highest point: Ames Hill, 363 feet
North section: 200 feet;
West section: 150 feet;
Center: 120 feet;
South section: 150 feet
(above mean sea level)
8. Topography:
Fairly level terrain, with elevations varying from 100 feet to 200 feet above sea level. Soil is a mixture of sandy soil in southern section. Wet and moist and of good texture along the central and northern sections.
9. Established:
Inhabitants separated from Billerica in 1733
First Town Meeting held January 14, 1734
Duly Incorporated December 23, 1734
10. Form of Government
Open Town Meeting
Five Member Elected Board of Selectmen

ELECTED OFFICIALS

Board of Selectmen

Todd R. Johnson (Chair)	2024
Jay J. Kelly	2023
Mark Kratman (Clerk)	2025
James F. Mackey, III (Vice Chair)	2024
Jayne E. Wellman	2025

School Committee

Kayla M. Biagioni-Smith (Clerk)	2025
Bridget L. Garabedian (Chair)	2024
Nicholas G. Parsons	2024
Richard P. Russo, Jr.	2025
Keith M. Sullivan (Vice Chair)	2023

Planning Board

Jonathan T. Ciampa	2023 (appointed)
James J. Duffy (Clerk).	2025
Robert A. Fowler (Vice Chair)	2023
Vincent S. Fratalia	2024
Stephen G. Johnson, Jr. (Chair)	2026
Eric M. Ryder	2025 (resigned)

Moderator

Dustin T. Weir	2023
----------------	------

Board of Library Trustees

Lorraine H. Carriere	2023
Christopher P. Castiglione	2024
Patrick J. Joyce (Chair)	2023
Julie Naughton (Clerk)	2025
Bonnie M. Page (Vice Chair)	2024
Susanne M. Pedersen	2025

Board of Health

Susan Amato	2025
Raymond M. Barry (Chair)	2024
Melissa Braga (Clerk)	2025
Charles J. Roux	2023
Robert G. Scarano (Vice Chair)	2024

Housing Authority

Robert F. Demers	2025
John W. Deputat (Chair)	2024
Marc A. DiFruscia	2026
Cheryl A. Wight (Tenant Member)	2026
Vacant (State Appointee)	

School Committee/Regional Technical

Cheryl M. Bartolone	2024
Patricia M.W. Meuse	2025

APPOINTED OFFICIALS

Animal Control Officers	Christine Gualtieri Ashley Chmiel Casey Smith
Building Commissioner	Mark Bertonassi
Chief Assessor	Joanne Foley
Computer Services	Jami Bent
Council on Aging Director	Janice Conole
Director of Public Works	Brian Gilbert
Emergency Management	Richard Montuori
Town Accountant	Albano Rego
Fire Chief	Joseph Kearns
Health Director	Shannon Gillis
Library Director	Diane Giarrusso
Conservation Agent	Joseph Fontaine
Police Chief	Ryan Columbus
Superintendent of Schools	Christopher Malone/ Brenda Theriault-Regan
Town Clerk	Denise Graffeo
Town Counsel	Kevin Feeley
Town Historian	William Wyatt
Town Manager	Richard Montuori
Assistant Town Manager/Director of Community Development	Steven Sadwick
Community/Economic Development Planner	Alexandra Lowder
Treasurer/Collector	Kelly Odams
Assistant Treasurer/Collector	Denise Salemme
Veterans Agent	Lisa Downey

BOARDS – COMMITTEES - COMMISSIONS

Board of Assessors

Barbara Flanagan
Joanne P. Foley, Chief Assessor
Susan Moore

Board of Registrars

Amanda Carroll
David J. Chou
Denise Graffeo, Town Clerk
Ruth Teague

Community Preservation Committee

Thomas Churchill
John W. Deputat
Vincent S. Fratalia
Patrick Holland
Jay Kelly
Richard Montuori, Town Manager
Christopher Mullins

Conservation Commission

Steven E. Gore
Patrick Holland
Daniel S. Ronan
Dennis Sheehan
Evan Nicholas Walsh

Council on Aging

Joanne Aldrich
Donna M. Bell
Arthur P. Costa
Sandra L. Creamer
Virginia Desmond
Mark Kratman (resigned)
Michael McDermott
Marilyn A. Murphy
Tracy Skahan
Ruth Joan Unger
Kathleen M. Walsh
Arlene Wright

Economic Development Committee

Jennifer Balch-Kenney (resigned)
Danielle Corsino
Arthur P. Costa
Stephen G. Johnson, Jr.
Patricia A. Lelos
James Mackey III
Timothy Swett

Elementary School Building Committee

Jonathan T Ciampa
Thomas L. Cooke
James A. Cutelis
Shannon M Demos
Jay S. Harding
David A. Libby
Lori McDermott
Richard Montuori
Eric M. Ryder
Anne Marie Stronach
Keith M Sullivan
Lori C. Sustek
Brenda Theriault-Regan
Jayne Elizabeth Wellman

Finance Committee

David Aznavoorian
Susan Bishop
Jason A. Christian
Thomas L. Cooke
Stephanie Klinkenberg-Ramirez
Robert A. Kocsmiersky
Richard Levasseur
Richard P. Russo, Jr. (resigned)

General Bylaw Committee

Jason A. Christian
Denise Graffeo
Todd R. Johnson
Alexandra Lowder
Richard Montuori
Dustin T. Weir
Jayne Wellman

Green Committee

Vincent Bomal
Thomas L. Cooke
Alexandra Lowder
John Marchand

Historic Commission

Thomas Churchill
Karen Joyce-Favreau
M. Eileen McDonough
Nancy L. Reed
Patricia Stratis
Linda Voutour
William Wyatt

Local Historic District Study Committee

Thomas Churchill
Karen Joyce-Favreau
Jacob Little
Nancy L. Reed
Patricia Stratis
Linda Voutour
William Wyatt

Lowell Regional Transit Association Representative

Mark Kratman

Mass. Cultural Council - (Arts Lottery Council)

Shana J. Abbott
Patricia J. Astuti
Mary Buonanno
Diane M. Casazza
David A. Crisci
Michelle Haley
Niharika Karia
Lynne M. Litton
Sarah C. Manchester
Collin R. McNaught
Terry L. Musgrave
Crystal L. Panagiotopoulos
Christian Panasuk
Patricia Stratis
Lisa M. Wilson

NMCOG

James J. Duffy
Jayne E. Wellman

Open Space & Recreation Plan Committee

Jennifer Balch-Kenney
Tom Branchaud
Ted Buczynski (resigned)
Raymond Bowden
Joann Brace
John Buckley
Peter J. Chase
Dennis M. Gray (resigned)
Paige F. Impink
Christopher Mullins (resigned)
Bruce F. Shick
Karyn A. Sliva
Susan Young

Public Events and Celebrations Committee

Arafat Akbar
Julie Bonavita
Dennis M. Gray (resigned)
Moirra J. Gray
Lynne Litton
Alexandra Lowder
Renee A. Reyer
Kara J. Sennott
Anne Marie Stronach

Taxation Aid Committee

Joanne P. Foley
Jay J. Kelly
Kelly L. Odams
Bruce F. Schick

Tewksbury Beautification Committee

Jennifer Balch-Kenney
Karen E. Cintolo
Paige F. Impink
Kathy M. MacInnis
Denise Morandi
Daniel S. Ronan
Maria S. Schram
Corey Sherbino
Tracy Skahan
Jayne Elizabeth Wellman

T.D.E.I.A.C.

Karen Bakar-O'Brien
Georgia Bey-Allen (resigned)
Mason J. Dunn
Mirlyne Eloi (resigned)
Sean Fadi Gannem
Erin Kelly
Richard Montuori
Kimsan Nguyen
Kimberly O'Keefe
Harshit Pal
Nicholas G. Parsons
Margaret Ricardo (resigned)
Jayne E. Wellman

Tewksbury North and Trahan School Reuse Committee

Kayla M. Biagioni-Smith
John Deputat
Ken Duffett
Jeff Elwell
George Ferdinand
Robert A. Fowler
Bridget L. Garabedian
Lorna Garey
Jay J. Kelly
Mark Kratman
Bruce F. Shick
Kristin Smith

Tewksbury School Athletic Fields Committee

Brian Aylward
Ronald J. Drouin, Jr.
Jay Kelly
Keith Mangan
Nicholas G. Parsons
Kristen M. Polimeno
Eric M. Ryder

Zoning Board of Appeals

Joseph David Cary (Associate Member)
Robert Dugan
Michael John Farnum (Associate Member) Nancy Rego
Daniel J. Teixeira

Zoning Bylaw Committee

Mark Bertonassi
Richard E. Cuoco
Robert A. Fowler
Stephen G. Johnson, Jr.
Todd R. Johnson
James F. Mackey, III
Erin Wortman

FEDERAL AND STATE GOVERNMENT

PRESIDENT

Joseph Biden (D)
The White House
Washington, DC 20500
Public Opinion "Hot-Line" (202) 456-1111

U.S. SENATOR

Elizabeth Warren (D)
Boston Address:
2400 JFK Federal Bldg.
15 New Sudbury Street
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(617) 565-3170

Washington Address:
317 Hart Senate Office Bldg.
Washington, DC 20510
(202) 224-4543

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Edward J. Markey (D)
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15 New Sudbury Street
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255 Dirksen Senate Office Building
Washington, DC 20510
(202) 224-2742

U.S. REPRESENTATIVE

Seth W. Moulton (D)
6th Congressional District
Washington Address:
1127 Longworth House Office Building
Washington, DC 20515
(202) 225-8020

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William Francis Galvin (D)
McCormack Building
One Ashburton Place
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Boston, MA 02108
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GOVERNOR

Charles D. Baker (R)
Massachusetts State House
Office of the Governor, Room 280
Boston, MA 02133
Phone: (617) 725-4005

STATE SENATOR

Barry R. Finegold (D)
Second Essex & Middlesex District
Massachusetts State House
Room 507
Boston, MA 02133
(617) 722-1612

ATTORNEY GENERAL

Maura Healey (D)
One Ashburton Place, 20th Floor
Boston, MA 02108
(617) 727-2200

DISTRICT ATTORNEY

Marian T. Ryan (D)
15 Commonwealth Ave
Woburn, MA 01801
(781) 897-8300

STATE REPRESENTATIVES

Vanna Howard (D)
Seventeenth Middlesex District
Precinct 1
Massachusetts State House
Room 33
Boston, MA 02133
617-722-2060

David Allen Robertson (D)
Nineteenth Middlesex District
Precincts: 2-4-5-6-8
Massachusetts State House
Room 473F
Boston, MA 02133
(617) 722-2210

Tram T. Nguyen (D)
Eighteenth Essex District
Precincts 3-7-5A
Massachusetts State House
Room 33
Boston, MA 02133
(617) 722-2060

ANNUAL TOWN ELECTION

April 2, 2022

	1	2	3	4	5	6	7	8	TOTAL
Registered voters	2769	3068	3081	2833	3068	2886	3215	3001	23921
Voters	220	341	239	227	301	263	369	321	2281
Percentage	7.9%	11.1%	7.8%	8.0%	9.8%	9.1%	11.5%	10.7%	9.5%

BOARD OF SELECTMEN

JAYNE ELIZABETH WELLMAN	109	180	130	135	158	157	207	193	1269
JOMARIE FRANCES BUCKLEY	114	169	100	105	162	130	179	167	1126
MARK S. KRATMAN	136	194	141	125	154	137	212	178	1277
<i>Total number of write-ins</i>	2	3	1	1	4	0	4	4	19
Times Blank Voted	79	136	106	88	124	102	136	100	871
Total Ballots	220	341	239	227	301	263	369	321	2281

SCHOOL COMMITTEE

KAYLA M. BIAGIONI-SMITH	141	249	157	144	202	203	272	225	1593
CHRISTINE ELEANORA CHESBROUGH	81	97	76	82	118	82	130	119	785
RICHARD P. RUSSO, JR.	135	219	151	130	191	160	223	200	1409
<i>Total number of write-ins</i>	2	4	0	3	0	4	1	5	19
Times Blank Voted	81	113	94	95	91	77	112	93	756
Total Ballots	220	341	239	227	301	263	369	321	2281

PLANNING BOARD

JEREMIAH JOSEPH DELANEY	79	102	83	87	87	92	116	92	738
JAMES J. DUFFY	81	113	78	73	120	69	145	143	822
GEORGE FERDINAND	23	46	33	23	28	41	33	48	275
CODY SMITH	12	25	19	19	26	32	25	18	176
<i>Total number of write-ins</i>	2	2	0	1	1	0	0	0	6
Times Blank Voted	23	53	26	24	39	29	50	20	264
Total Ballots	220	341	239	227	301	263	369	321	2281

BOARD OF HEALTH

SUSAN AMATO	126	186	118	137	156	134	205	172	1234
MELISSA TAVARES BRAGA	122	202	147	126	204	166	222	194	1383
NICOLE C. BURGETT-YANDOW	82	123	98	91	114	104	147	131	890
<i>Total number of write-ins</i>	0	2	0	0	0	0	3	2	7
Times Blank Voted	110	169	115	100	128	122	161	143	1048
Total Ballots	220	341	239	227	301	263	369	321	2281

BOARD OF LIBRARY TRUSTEES

JULIE L. NAUGHTON	160	246	163	174	208	204	276	237	1668
SUSANNE M. PEDERSEN	160	222	160	170	206	176	268	236	1598
<i>Total number of write-ins</i>	2	3	0	0	0	3	4	6	18
Times Blank Voted	118	211	155	110	188	143	190	163	1278
Total Ballots	220	341	239	227	301	263	369	321	2281

Annual Town Election
April 2, 2022

MODERATOR

DUSTIN T. WEIR	171	247	176	182	223	203	281	248	1731
<i>Total number of write-ins</i>	2	4	1	1	2	1	2	1	14
Times Blank Voted	47	90	62	44	76	59	86	72	536
Total Ballots	220	341	239	227	301	263	369	321	2281

SHAWSHEEN REGIONAL TECHNICAL HIGH SCHOOL COMMITTEE

PATRICIA M. W. MEUSE	168	240	177	182	222	210	280	253	1732
<i>Total number of write-ins</i>	3	5	0	1	1	1	2	3	16
Times Blank Voted	49	96	62	44	78	52	87	65	533
Total Ballots	220	341	239	227	301	263	369	321	2281

ANNUAL TOWN MEETING

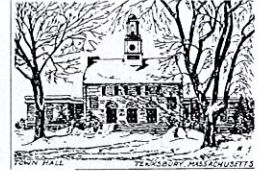
May 2 & 4, 2022



Town of Tewksbury

TOWN HALL
1009 MAIN STREET
TEWKSBURY, MASSACHUSETTS 01876

OFFICE OF TOWN CLERK



DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

Phone: 978-640-4355

Fax: 978-851-8610

dgraffeo@tewbksbury-ma.gov

Tewksbury Memorial High School
320 Pleasant Street
2022 Annual Town Meeting
May 2 & 4, 2022

Newly elected Moderator, Dustin Weir called to order the May 2, 2022 Annual Town Meeting at 7:30 PM given that a quorum of voters was present and a properly served and returned warrant was in possession.

On Monday, May 2, 2022, there were 150 voters and 24 visitors in attendance.

Connections Academy sophomore Dasia Allen sang our National Anthem.

The Moderator led the Assembly in The Pledge of Allegiance

Moderator Weir held a moment of silence respecting the loss in the last year of members from our community.

Chair of the Board of Selectmen, Todd Johnson made the following announcements:

- This coming Saturday, May 7th is Spring Town Cleanup Day, organized by the Tewksbury Beautification Committee, between the hours of 9 AM and 2 PM.
- Also on May 7th, the Power of Flowers is hosting its annual Bloom Festival 9 AM – 2 PM on the grounds of the Tewksbury Hospital.
- On Saturday, May 14th, again from the hours of 9 AM to 2 PM, the Friends of the Elderly are hosting an indoor yard sale that will take place at the Tewksbury Senior Center. If you're interested in renting a table, you can reach out to the Senior Center.
- Also on May 14th, the Annual National Letter Carriers food drive to benefit the Tewksbury Community Food Pantry will be conducted. If you leave nonperishable food items in or next to your mailbox, letter carriers will pick them up and bring them to the pantry.

As non-residents of the town, and therefore non-voters, the Moderator asked the assembly to allow State Senator, Barry Finegold and State Representatives David Robertson and Tram Nguyen to speak briefly about their work on behalf of the people of Tewksbury on Beacon Hill and this motion was Adopted

7:39 PM

5/2/22

Moderator Weir made the following introductory comments:

Once again, ladies and gentlemen, welcome to the Annual Tewksbury Town Meeting. As we begin our meeting, I want to take a moment to talk about ground rules. Town Meeting is the legislative body for our community, where we work together to debate the merits of the articles within the warrant before you. Please take a moment to refer to the Glossary of Terms at the back of your warrant. Because Tewksbury has an Open Town Meeting, each registered voter in Tewksbury is eligible to act on fiscal issues, zoning changes, bylaw amendments, and other matters affecting the town. Voters must wear their voting ribbon conspicuously in order to be counted during standing votes. Please ensure that it is on your person, not your jacket.

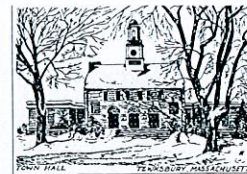
Visitors may attend the meeting and sit only in the reserved for visitors' section. Media may sit in the visitors' section or at the press table.

This meeting is being recorded. As we move through the articles, presenters or sponsors of the articles will be allowed to speak first before I open the floor to debate. A voter desiring to speak should approach the microphone, await recognition by me, and identify yourself when recognized by name and address for the record. I ask members of Boards to do the same.



Town of Tewksbury

TOWN HALL
1009 MAIN STREET
TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

Phone: 978-640-4355
Fax: 978-851-8610
dgraffeo@tewbury-ma.gov

Each speaker is allowed up to five minutes to speak on an article. Please speak clearly into the microphone so the body can hear you. I will let you know when you have 30 seconds left on your time by tapping the podium. When you hear that tapping, that is your signal to wrap up your remarks.

Speakers can disagree with any official, with any other voter, volunteer, or any board. We have a strong tradition in Tewksbury of maintaining a respectful dialogue during Town Meeting. I will do everything I can to ensure that each speaker is shown respect and that your questions are answered. I ask that all participants kindly do the same. Residents refusing to conduct themselves in a manner befitting this body will be asked to cede the floor, and potentially be escorted from the meeting. I hope I don't have to enforce that rule. Let's work together to address the issues before this body fairly and efficiently.

I will accept a motion to move the question, however, I reserve the right to make sure we have had some dialogue about the motion. All questions on the floor are to be directed to the Moderator. If you are amending an article, you must present it to the Town Clerk in writing. We will vote on the amendment first. If the amendment passes it will then become part of the Main Motion and we will discuss it. If the amendment does not pass, then we go back to the Main Motion as it is written in the warrant.

We will be discussing the budget tonight. Our boards, the Select Board, School Committee, Finance Committee, Town Manager Mr. Montuori, Assistant Town Manager Mr. Sadwick, and Department Heads deserve a significant amount of credit for the work that went into this budget and to have the numbers here before us tonight.

When you came in tonight you were given the warrant with the articles we will be discussing, along with a handout with the Finance Committee recommendations, and a supplemental handout from the Town Manager with detailed explanations for several articles and funds. Scrivener's errors are also noted in that document.

At this time, please silence your cell phones and ensure your voter ribbon is showing so that counters can easily see it when we do standing counts. Counters – please go to your sections. Ladies and gentlemen – please take note of the counter for your section. When we do a standing count it is important that you pay attention to your counter and sit down once counted – your counter will nod at you when you are counted.

Is there anyone new to Town Meeting here tonight? We welcome you to Town Meeting and hope that you enjoy this process. For all of you that attend faithfully, I thank you for your continued presence this evening and your commitment to and involvement in this community.

Sitting up here are the various boards of the Town with elected and appointed members including the Select Board, Town Counsel, the Planning Board, the Board of Health, Department Heads, the Finance Committee, the School Committee, Library Trustees, the Shawsheen Tech School Committee, and the Housing Authority.

The Moderator introduced the Chairman of the Finance Committee, Rob Kocsmiersky. Mr. Kocsmiersky will make the first motion on every Article unless the Finance Committee is deferring to another board. Mr. Kocsmiersky motioned to Waive the Reading of the Warrant Articles and this motion was Adopted. 7:47 PM 5/2/22

Mr. Kocsmiersky motioned to allow certain anticipated non-residents to speak on issues, including Assistant Town Manager Steve Sadwick, Fire Chief Joe Kearns, School Business Manager David Libby, DPW Superintendent Brian Gilbert, Town Engineer Kevin Hardiman, Town Counsel Kevin Feeley, and others, some of whom may be asked to answer resident questions. and this motion was Adopted. 7:48 PM 5/2/22



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Fax: 978-851-8610
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Finance Committee Chairman, Rob Kocsmiersky, motioned to Recess the Monday session of the 2022 Annual Town Meeting to Wednesday May 4, 2022 at 7:30 PM and this motion was Adopted. 9:09 PM 5/2/22

Moderator Weir re-opened the 2022 Annual Town Meeting on Wednesday, May 4, 2022 at 7:30 PM

On Wednesday, May 4, 2022 there were 136 voters and 14 visitors in attendance.

Moderator Weir made the following introductory comments relative to Articles 29 & 30:

The next article pertains to the Zoning Bylaw. It is a complete rewrite of the existing bylaw drafted by a Selectmen-appointed Zoning Bylaw Committee, comprised of representatives of the Planning Board, Select Board, and citizen representatives who all worked closely with town officials and zoning experts to create the final product before you tonight.

The Zoning Bylaw is a complex and interconnected document. Many of its sections are dictated by federal and state guidelines and statutes, as well as legal precedents, and relate to dozens of other provisions within the bylaw itself. For these reasons, I encourage town meeting members to think carefully before offering amendments to this article.

In the event that a town meeting member puts forth an amendment for consideration, I will evaluate it as falling into one of two of the following categories after consultation with the Board of Selectmen, Planning Board, Town Manager, Assistant Town Manager, Town Counsel or the Town Planner.

1. In the first category, the proposed amendment and its intent and consequences can be easily determined. Also, there would not appear to be any unknown or potentially unexpected consequences that will affect other sections of the bylaw or result in running afoul of federal or state guidelines, statutes, legal decisions, or legal precedents.

2. In the second category, the proposed amendment and its intent and consequences cannot be clearly determined, or it cannot be clearly determined whether there may be potential unexpected consequences that will affect other sections of the bylaw or result in running afoul of federal or state guidelines, statutes, legal decisions, or legal precedents.

It will be the moderator's intent that if the proposed amendment falls into the first category, that it will be deemed proper and be allowed to be move forward for debate.

It will be the moderator's intent that if the proposed amendment falls into the second category, that the moderator will mark it as outside of the scope of this article and it will not be allowed to move forward. Ultimately, if you support an amendment that is deemed to be improper, your remedy will be to vote against the Bylaw.

Since this article was discussed at a duly noticed public hearing conducted by the Planning Board on April 11, 2022, I will ask any members who present an amendment if it was previously discussed with Town officials or during the April 11, 2022 public hearing.

Moderator Weir called for a ten-minute recess to consult with Town Counsel and the Zoning Bylaw Committee regarding Robert Wald's Amendment #1. 8:04 PM 5/5/22

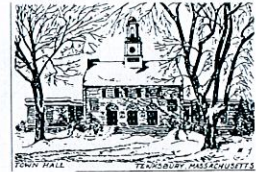
Moderator Weir called for a brief recess to consult with Town Counsel and the Zoning Bylaw Committee regarding Robert Wald's Amendment #2. 8:19 PM 5/5/22

Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the 2022 Annual Town Meeting Sine Die, and this motion was Adopted. 8:44 PM 5/5/22



Town of Tewksbury

TOWN HALL
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OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

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APPROPRIATION CERTIFICATE – ANNUAL TOWN MEETING – MAY 2 & 4, 2022

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Annual Town Meeting, convened by proper Warrant, on May 2, 2022.

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM OTHER AVAILABLE FUNDS	CPA APPROP.	CPA RESERVE	ENTERPRISE FUNDS	WATER ENTER RETAINED	SEWER ENTER RETAINED	BORROW	MEMO
4	GENERAL FUND BUDGET	127,110,820.00							
5	SEWER ENTERPRISE FUND				6,850,979.00				
6	WATER ENTERPRISE FUND				7,553,375.00				
7	STORMWATER ENTERPRISE FUND				1,118,910.00				
8	CABLE TV ENTERPRISE FUND				581,232.00				
9	TOWN ONE TIME ITEMS		1,635,185.00						STABILIZATION
10	DPW CAPITAL EQUIP & IMPROVEMENTS						985,000.00		
11	DPW CAPITAL EQUIP & IMPROVEMENTS					2,070,000.00			
12	ASTLE STREET WATER TANK IMPROVEMENTS							1,800,000.00	
13	REDUCE TOWN EXEMPT DEBT		44,833.00						BOND PREMIUMS
14	TOWN COMMON BENCHES			28,000.00					
15	SKATE PARK IMPROVEMENTS			157,000.00					
16	FOOTBALL BLEACHERS SAUNDERS REC COMPLEX			45,000.00					
17	SENIOR/VET TAX WORK-OFF		25,000.00						OVERLAY SURPLUS
19	COMMUNITY PRESERVATION FUND		65,666.00	262,664.00					
		127,110,820.00	1,705,018.00	65,666.00	492,664.00	16,104,496.00	2,070,000.00	985,000.00	1,800,000.00

Raise & Appropriate \$127,110,820.00

Transfers \$1,705,018.00

CPA Appropriation \$65,666.00

CPA Reserve \$492,664.00

Enterprise Funds \$16,104,496.00

Total Water Enterprise Retained \$2,070,000.00

Total Sewer Enterprise Retained \$985,000.00

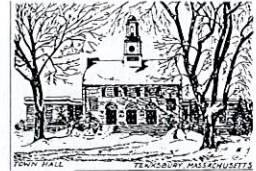
Borrow \$1,800,000.00

ATTEST:
DENISE GRAFFEO, TOWN CLERK



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SECTION 1

ARTICLE 1

To choose all necessary Town Officers, by ballot, Two (2) members of the Board of Selectmen for three years; Two (2) members of the School Committee for three years; One (1) member of the Planning Board for three years; Two (2) members of the Board of Health for three years; Two (2) members of the Board of Library Trustees for three years; One (1) member of the Shawsheen Regional Technical High School Committee for three years; and One (1) Moderator for a one year unexpired term.

Accomplished at the April 2, 2022 Annual Town Election

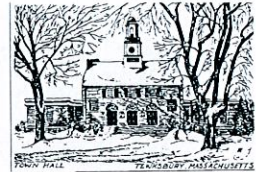
SECTION 2

Article 2	Elected Official Salaries	Elected Official Salaries
Article 3	Consent Calendar	Consent Calendar
Article 4	Budget Related	Fiscal Year 2023 Budget
Article 5	Budget Related	Sewer Enterprise Budget
Article 6	Budget Related	Water Enterprise Budget
Article 7	Budget Related	Stormwater Enterprise Budget
Article 8	Budget Related	Cable TV Enterprise Budget
Article 9	Budget Related	Transfer \$1,635,185 from Stabilization Fund for Town Capital Equipment and Projects
Article 10	Budget Related	Transfer \$985,000 from Sewer Enterprise Fund Retained Earnings for Sewer System Improvements and Vehicle
Article 11	Budget Related	Transfer \$2,070,000 from Water Enterprise Fund Retained Earnings for Water System Improvements, Projects and Vehicles
Article 12	Budget Related	Authorize the borrowing of \$1,800,000 within the Water Enterprise Fund for Astle Street Water Tank Improvements
Article 13	Budget Related	Transfer \$44,833 to reduce Town Exempt Debt Principal
Article 14	Budget Related	To Appropriate and Transfer the Sum of \$30,000 from the Tewksbury Community Preservation Undesignated Reserve for the purpose of new benches at the Town Common
Article 15	Budget Related	To Appropriate and Transfer the Sum of \$157,000 from the Tewksbury Community Preservation Undesignated Reserve for the purpose of purchasing equipment and upgrading the Skate Park at Saunders Recreation Complex.
Article 16	Budget Related	To Appropriate and Transfer the Sum of \$35,000 from the Tewksbury Community Preservation Undesignated Reserve for the purpose of new bleachers at the football field at Saunders Recreation Complex.
Article 17	Budget Related	Transfer \$25,000 from Overlay Surplus to fund the Senior and Veterans' Tax Relief Work Program



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Article 18	Budget Related	Fiscal Year 2023 Affordable Housing Trust Fund Allocation Plan
Article 19	Budget Related	To Appropriate or Reserve from the Tewksbury Community Preservation Fund Annual Revenues
Article 20	Budget Related	Home Rule Petition Increase Exemptions for eligible Seniors
Article 21	Budget Related	Home Rule Petition Increase Exemptions for eligible Veterans
Article 22	Budget Related	Authorize Board of Selectmen to accept a new Easement
Article 23	Budget Related	Authorize Board of Selectmen to terminate a Sewer Easement
Article 24	Citizens Petition	Amend Overnight Parking By-Law

SECTION 2

ARTICLE 2

To see if the Town will vote to fix the salaries of several elected officials for the Fiscal Year 2023.

	<u>FY22</u> <u>Budgeted</u>	<u>FY23</u> <u>Requested</u>
<u>BOARD OF HEALTH</u>		
Chairman	405	405
Members (4)	315	315
<u>MODERATOR</u>		
	450	450
<u>PLANNING BOARD</u>		
Chairman	1080	1080
Members (4)	765	765
<u>SCHOOL COMMITTEE</u>		
Chairman	2700	2700
Members (4)	2250	2250
<u>SELECTMEN</u>		
Chairman	5400	5400
Members (4)	4500	4500

Town Manager

Motion: The Finance Committee motioned to Adopt
Selectman Jay Kelly requested a review of elected official salaries and recommended an Article be included in a future Town Meeting Warrant

Vote: Article 2 was Adopted Unanimously

7:52 PM

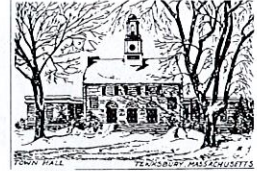
5/2/22

Executive Summary: The purpose of the article is to fix the salaries of certain elected Town officials.



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ARTICLE 3

The Moderator will call out the number of the Articles, one by one. If a voter objects to any particular Article being included in the Consent Calendar, he/she should say the word "HOLD" when the number is called. The Article is then removed from the Consent Calendar and restored to its original numbered place in the warrant, to be acted upon, debated and voted in the usual manner. After calling of the individual items in the Consent Calendar, the Moderator shall ask that the voters pass all the remaining items as a unit.

ARTICLE 3-25 Accept the Annual Report
ARTICLE 3-26 Lease/Purchase Agreements
ARTICLE 3-27 Authorize Chapter 90 Funds
ARTICLE 3-28 Reauthorize Revolving Funds

Article 3-27 was Held. All other Consent Calendar Articles (3-25, 3-26, & 3-28) passed as a unit.

ARTICLE 3-25

To hear and act upon reports of the various Town Officers; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 3-25 was Adopted

7:54 PM

5/2/22

Executive Summary: The purpose of the article is to accept the report of various Town Officers; which are in the 2021 Town Report located on the Town's Website (<https://www.tewbury-ma.gov/510/Annual-Town-Reports>)

ARTICLE 3-26

To see if the Town will vote to authorize the Town Manager to enter into Lease/Purchase Agreements up to five (5) years to purchase equipment for Town Departments. Said contracts shall be subject to annual appropriations; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 3-26 was Adopted

7:54 PM

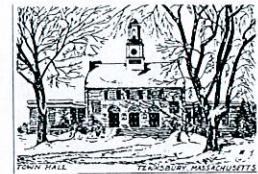
5/2/22

Executive Summary: This article is acted on annually and allows the Town Manager to lease/purchase equipment for various Town Departments subject to an annual appropriation.



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ARTICLE 3-28

To see if the Town will vote to authorize the expenditure caps under the provisions of Chapter 44 Section 53E½ of the Massachusetts General Laws; or take any action relative thereto.

TOWN OF TEWKSBURY FY2023 REVOLVING FUNDS EXPENDITURE CAPS

NAME	DEPARTMENT	PURPOSE	AUTHORIZATION	EXPENDITURE
Council on Aging	Council on Aging	Trips and Activities	Director, COA	\$250,000
Parks and Recreation	Parks and Recreation	Summer Program/Activities	Town Manager	\$200,000
Board of Health	Board of Health	Vaccines and Public Health Programs	Health Director	\$10,000
Traffic Signage	Dept. of Public Works	Purchase, Manufacture and Installation of Street and Traffic Signage, Including Pavement Markings	Dept. of Public Works Director	\$10,000
GIS	Community Development	Operate a Geographical Information System	Assistant Town Manager	\$75,000
Records Preservation	Town Clerk	Preservation and Safe Keeping of Historic Records	Town Clerk	\$20,000
Solid Waste, Recycling and Household Hazardous Waste	Town Manager	Solid Waste, Recycling and Household Hazardous Waste Operations and Programs and used toward the annual assessment of operation and maintenance for the post closure of the Sutton Brook landfill.	Town Manager	\$250,000
Hydrant Markers	Town Manager	Reimbursement of Damaged Markers and Donations to Install Markers	Town Manager	\$20,000
Energy Efficiency of Town & School Buildings, Equipment and Infrastructure	Town Manager	Rebates, Grants and Donations Generated from Energy Efficiency Projects (Commonwealth, Public Utilities and Others) and revenue from School and Town Electric Charging Stations	Town Manager	\$500,000
E-Billboards	Town Manager	Amounts received as fees from E-Billboards. Expenditures of the fund shall be authorized by the Town Manager or his/her designee for sidewalk maintenance, installation, and reconstruction.	Town Manager	\$200,000

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 3-28 was Adopted

7:54 PM

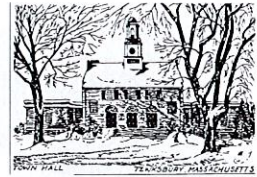
5/2/22

Executive Summary: This article authorizes the Fiscal Year 2023 expenditure caps on the Town's self-sufficient revolving fund accounts for the items listed above in the Town of Tewksbury. This article is in addition to the article which establishes the Revolving Funds through a General Bylaw in accordance with recent changes to Massachusetts General Laws Chapter 44 Section 53E ½ by the Act to Modernize Municipal Finance and Government.



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ARTICLE 4

To see what sums the Town will raise and appropriate, transfer or otherwise provide, for its necessary and expedient purposes as designated hereafter, and to direct that these funds be expended only for such purposes under the direction of the respective boards, committees, commissions and officers for the fiscal year which begins July 1, 2022; or take any action relative thereto.

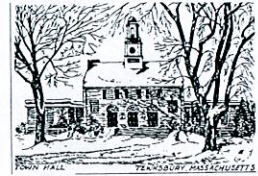
General Fund Budget Classification	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPTREQ	FY2023 TMREC	BUDGET INC/DEC
General Government					
Moderator					
Salaries	225	450	450	450	-
Operating	-	75	75	75	-
Capital Outlay	-	-	-	-	-
Total Moderator Budget	225	525	525	525	-
Selectmen					
Salaries	25,778	28,553	28,553	28,553	-
Operating	149,012	142,615	143,000	143,000	385
Capital Outlay	-	-	-	-	-
Total Selectmen Budget	174,790	171,168	171,553	171,553	385
Town Manager					
Salaries	478,737	489,419	508,910	508,910	19,491
Water Enterprise Fund Allocation	(9,886)	(9,886)	(10,356)	(10,356)	(470)
Sewer Enterprise Fund Allocation	(9,886)	(9,886)	(10,356)	(10,356)	(470)
Total Salaries Net of Allocations	458,965	469,647	488,198	488,198	18,551
Operating	138,270	78,170	103,372	103,372	25,202
Capital Outlay	-	-	-	-	-
Total Town Manager Budget	617,007	567,589	612,282	612,282	44,693
Total Town Manager Budget Net Allocations	597,235	547,817	591,570	591,570	43,753
Finance Committee					
Salaries	465	2,515	2,515	2,515	-
Operating	345	679	689	689	10
Capital Outlay	-	-	-	-	-
Reserve Fund	-	75,000	75,000	75,000	-
Total Finance Committee Budget	810	78,194	78,204	78,204	10
Town Counsel					
Operating	118,013	150,000	150,000	150,000	-
Total Operating	118,013	150,000	150,000	150,000	-
Human Resources					
Salaries	91,713	116,311	108,936	108,936	(7,375)
Water Enterprise Fund Allocation	(1,294)	(1,523)	(1,634)	(1,634)	(111)
Sewer Enterprise Fund Allocation	(1,294)	(1,523)	(1,634)	(1,634)	(111)
Total Salaries Net of Allocations	89,125	113,265	105,668	105,668	(7,597)
Operating	67,857	25,744	30,094	30,094	4,350
Water Enterprise Fund Allocation	(389)	(386)	(451)	(451)	(65)
Sewer Enterprise Fund Allocation	(389)	(386)	(451)	(451)	(65)



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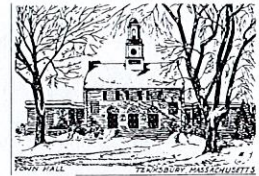
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General Fund Budget Classification	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPTREQ	FY2023 TMREC	BUDGET INC/DEC
<i>Total Operating Net of Allocations</i>	67,079	24,972	29,192	29,192	4,220
<i>Capital Outlay</i>	-	-	-	-	-
Total Human Resources Budget	159,570	142,055	139,030	139,030	(3,025)
Total Human Resources Budget Net Allocations	156,204	138,237	134,860	134,860	(3,377)
Town Clerk					
<i>Salaries</i>	266,598	278,925	276,706	276,706	(2,219)
<i>Operating</i>	18,066	20,661	23,446	23,446	2,785
<i>Capital Outlay</i>	-	-	-	-	-
Total Town Clerk Budget	284,664	299,586	300,152	300,152	566
Election					
<i>Salaries</i>	64,654	31,500	96,100	96,100	64,600
<i>Operating</i>	19,275	13,700	42,550	42,550	28,850
<i>Capital Outlay</i>	-	-	8,200	8,200	8,200
Total Election Budget	83,928	45,200	146,850	146,850	101,650
Board of Registrars					
<i>Salaries</i>	2,850	2,850	2,850	2,850	-
<i>Operating</i>	342	700	700	700	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Board of Registrars Budget	3,192	3,550	3,550	3,550	-
Computer Services					
<i>Salaries</i>	110,743	172,229	176,165	176,165	3,936
Water Enterprise Fund Allocation	(1,810)	(1,828)	(2,588)	(2,588)	(760)
Sewer Enterprise Fund Allocation	(1,810)	(1,828)	(2,588)	(2,588)	(760)
<i>Total Salaries Net of Allocations</i>	107,123	168,573	170,989	170,989	2,416
<i>Operating</i>	169,588	176,366	166,366	166,366	(10,000)
<i>Capital Outlay</i>	-	-	-	-	-
Total Computer Services Budget	280,331	348,595	342,531	342,531	(6,064)
Total Computer Services Budget Net Allocations	276,711	344,939	337,355	337,355	(7,584)
Total General Government	1,722,531	1,806,462	1,944,677	1,944,677	138,216
Total General Government Net Allocations	1,695,773	1,779,216	1,914,619	1,914,619	135,404
Finance Department					
Accounting					
<i>Salaries</i>	228,463	235,822	242,029	242,029	6,207
Water Enterprise Fund Allocation	(5,498)	(5,667)	(5,947)	(5,947)	(280)
<i>Sewer Enterprise Fund Allocation</i>	(5,498)	(5,667)	(5,947)	(5,947)	(280)
<i>Total Salaries Net of Allocations</i>	217,467	224,488	230,135	230,135	5,647
<i>Operating</i>	166,384	181,075	186,965	186,965	5,890
Water Enterprise Fund Allocation	(4,382)	(4,382)	(4,650)	(4,650)	(268)
Sewer Enterprise Fund Allocation	(4,382)	(4,382)	(4,650)	(4,650)	(268)
<i>Total Operating Net of Allocations</i>	157,620	172,311	177,665	177,665	5,354



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General Fund Budget Classification	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPTREQ	FY2023 TMREC	BUDGET INC/DEC
<i>Capital Outlay</i>	-	-	-	-	-
Total Accounting Budget	394,847	416,897	428,995	428,995	12,098
Total Accounting Budget Net Allocations	375,087	396,799	407,801	407,801	11,002
Assessor					
<i>Salaries</i>	254,464	287,795	316,872	316,872	29,077
<i>Operating</i>	50,286	69,777	75,880	75,880	6,103
<i>Capital Outlay</i>	-	-	-	-	-
Total Assessor Budget	304,750	357,572	392,752	392,752	35,180
Treasurer/Collector					
<i>Salaries</i>	369,506	384,454	408,410	408,410	23,956
Water Enterprise Fund Allocation	(25,244)	(24,622)	(26,238)	(26,238)	(1,616)
Sewer Enterprise Fund Allocation	(25,244)	(24,622)	(26,238)	(26,238)	(1,616)
<i>Total Salaries Net of Allocations</i>	319,018	335,210	355,934	355,934	20,724
<i>Operating</i>	83,455	92,240	89,115	89,115	(3,125)
Water Enterprise Fund Allocation	(8,224)	(8,224)	(8,912)	(8,912)	(688)
Sewer Enterprise Fund Allocation	(8,224)	(8,224)	(8,912)	(8,912)	(688)
<i>Total Operating Net of Allocations</i>	67,007	75,792	71,291	71,291	(4,501)
<i>Capital Outlay</i>	-	-	-	-	-
Total Treasurer/Collector Budget	452,961	476,694	497,525	497,525	20,831
Total Treasurer/Collector Budget Net Allocations	386,025	411,002	427,225	427,225	16,223
Total Finance Department	1,152,558	1,251,163	1,319,273	1,319,273	68,109
Total Finance Department Net Allocations	1,065,862	1,165,373	1,227,779	1,227,779	62,405
Community Services					
Veteran's Services					
<i>Salaries</i>	101,646	110,249	113,113	113,113	2,864
<i>Operating</i>	236,635	388,600	388,720	388,720	120
<i>Capital Outlay</i>	-	-	-	-	-
Total Veteran's Budget	338,281	498,849	501,833	501,833	2,984
Community Events					
<i>Operating</i>	27,347	38,100	38,100	38,100	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Community Events Budget	27,347	38,100	38,100	38,100	-
Total Community Services	365,629	536,949	539,933	539,933	2,984
Council on Aging					
<i>Salaries</i>	214,135	266,017	286,744	286,744	20,727
<i>Operating</i>	181,419	152,561	153,175	153,175	614
<i>Capital Outlay</i>	-	-	-	-	-
Total Council on Aging Budget	395,554	418,578	439,919	439,919	21,341



Town of Tewksbury

TOWN HALL
1009 MAIN STREET
TEWKSBURY, MASSACHUSETTS 01876
OFFICE OF TOWN CLERK



DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

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General Fund Budget Classification	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPTREQ	FY2023 TMREC	BUDGET INC/DEC
Facilities					
Town Facilities and Grounds					
Salaries	268,993	304,839	293,014	293,014	(11,825)
Operating	292,549	212,828	226,993	226,993	14,165
Capital Outlay	49,955	35,000	-	-	(35,000)
Total Town Facilities and Grounds Budget	611,496	552,667	520,007	520,007	(32,660)
Town Hall					
Salaries	58,127	57,847	59,872	59,872	2,025
Operating	242,141	188,334	199,984	199,984	11,650
Capital Outlay	-	-	-	-	-
Total Town Hall Budget	300,268	246,181	259,856	259,856	13,675
Total Facilities	911,764	798,848	779,863	779,863	(18,985)
Library					
Salaries	958,413	1,063,437	1,079,537	1,079,537	16,100
Operating	435,736	388,067	394,121	394,121	6,054
Capital Outlay	-	-	-	-	-
Total Library Budget	1,394,149	1,451,504	1,473,658	1,473,658	22,154
Planning and Development					
Planning (Community Development)					
Salaries	199,357	212,327	212,942	212,942	615
Operating	36,637	27,692	27,692	27,692	-
Capital Outlay	13,346	-	-	-	-
Total Community Development Budget	249,340	240,019	240,634	240,634	615
Building Department					
Salaries	330,178	358,754	355,323	355,323	(3,431)
Operating	14,040	13,854	16,929	16,929	3,075
Capital Outlay	-	-	-	-	-
Total Building Department Budget	344,218	372,608	372,252	372,252	(356)
Board of Health					
Salaries	266,991	265,033	277,724	277,724	12,691
Operating	27,037	18,013	22,688	22,688	4,675
Capital Outlay	-	-	-	-	-
Total Board of Health Budget	294,028	283,046	300,412	300,412	17,366
Total Planning and Development	887,587	895,673	913,299	913,299	17,626
Public Safety					
Police					
Salaries	6,681,871	6,841,113	7,100,493	7,100,493	259,380
Operating	874,427	764,403	826,360	826,360	61,957
Capital Outlay	446,980	292,357	318,867	318,867	26,510
Total Police Budget	8,003,278	7,897,873	8,245,721	8,245,721	347,848



Town of Tewksbury

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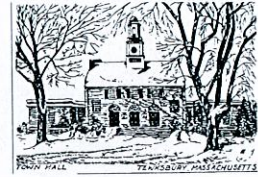
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General Fund Budget Classification	FY2021	FY2022	FY2023	FY2023	BUDGET
	EXPENDED	BUDGETED	DEPTREQ	TMREC	INC/DEC
Fire					
<i>Salaries</i>	5,464,824	5,570,946	5,693,739	5,693,739	122,793
<i>Operating</i>	476,888	445,457	450,796	450,796	5,339
<i>Capital Outlay</i>	-	-	-	-	-
Total Fire Budget	5,941,712	6,016,403	6,144,534	6,144,534	128,131
Emergency Management					
<i>Salaries</i>	-	-	-	-	-
<i>Operating</i>	10,982	-	-	-	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Emergency Mgt. Budget	10,982	-	-	-	-
Parking Clerk					
<i>Salaries</i>	4,000	4,000	4,000	4,000	-
<i>Operating</i>	343	1,200	1,200	1,200	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Parking Clerk Budget	4,343	5,200	5,200	5,200	-
Total Public Safety Budget	13,960,315	13,919,476	14,395,455	14,395,455	475,979
School Departments					
Tewksbury					
<i>Salaries</i>	34,092,307	36,272,549	37,231,704	37,231,704	959,155
<i>Operating</i>	15,981,616	14,816,386	14,957,129	14,957,129	140,743
<i>Capital Outlay</i>	2,197,478	850,000	850,000	850,000	-
Total School Operating Budget	52,271,400	51,938,935	53,038,833	53,038,833	1,099,898
<i>Offsets</i>	-	-	-	-	-
Net School Operating Budget	52,271,400	51,938,935	53,038,833	53,038,833	1,099,898
Fixed Costs					
<i>Health</i>	7,736,898	8,074,076	8,160,761	8,160,761	86,685
<i>Retirement</i>	1,533,339	1,619,695	1,727,370	1,727,370	107,675
<i>Medicare</i>	500,636	538,080	550,186	550,186	12,106
<i>Unemployment</i>	4,063	150,000	150,000	150,000	-
<i>Insurance</i>	254,179	297,070	454,961	454,961	157,891
<i>Principal</i>	-	-	-	-	-
<i>Long Term Interest</i>	-	-	-	-	-
<i>Short Term Interest</i>	-	-	-	-	-
Total Fixed Costs	10,029,114	10,678,921	11,043,278	11,043,278	364,357
Town Tewksbury School Budget	62,300,515	62,617,856	64,082,111	64,082,111	1,464,255
Exempt School Debt Principal	4,467,965	4,419,155	4,195,000	4,195,000	(224,155)
Exempt School Exempt Interest	2,790,042	2,622,533	2,408,450	2,408,450	(214,083)
Shawsheen Regional Vocational School	6,924,597	6,843,037	7,369,366	7,369,366	526,329
Essex North Shore Agricultural and Tech. School District	135,934	142,731	133,414	133,414	(9,317)
Total School Departments	76,619,053	76,645,312	78,188,341	78,188,341	1,543,029



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General Fund Budget Classification	FY2021	FY2022	FY2023	FY2023	BUDGET
Department of Public Works	EXPENDED	BUDGETED	DEPTREQ	TMREC	INC/DEC
DPW Administration					
<i>Salaries</i>	401,325	417,727	595,231	595,231	177,504
Water Enterprise Fund Allocation	(66,578)	(66,128)	(72,408)	(72,408)	(6,280)
Sewer Enterprise Fund Allocation	(66,578)	(66,128)	(72,408)	(72,408)	(6,280)
<i>Total Salaries Net of Allocations</i>	268,169	285,471	450,415	450,415	164,944
<i>Operating</i>	152,442	144,445	140,140	140,140	(4,305)
Water Enterprise Fund Allocation	(36,281)	(36,111)	(35,035)	(35,035)	1,076
Sewer Enterprise Fund Allocation	(36,281)	(36,111)	(35,035)	(35,035)	1,076
<i>Total Operating Net of Allocations</i>	79,880	72,223	70,070	70,070	(2,153)
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Administration Budget	553,767	562,172	735,371	735,371	173,199
DPW Highway					
Total DPW Administration Budget Net Allocations	348,049	357,694	520,485	520,485	162,791
DPW Engineering					
<i>Salaries</i>	495,150	525,436	534,261	534,261	8,825
Water Enterprise Fund Allocation	(164,074)	(166,892)	(172,301)	(172,301)	(5,409)
Sewer Enterprise Fund Allocation	(161,357)	(164,778)	(172,267)	(172,267)	(7,489)
<i>Total Salaries Net of Allocations</i>	169,719	193,766	189,693	189,693	(4,073)
<i>Operating</i>	42,345	39,941	39,867	39,867	(74)
Water Enterprise Fund Allocation	(15,509)	(16,775)	(16,744)	(16,744)	31
Sewer Enterprise Fund Allocation	(12,555)	(13,580)	(13,555)	(13,555)	25
<i>Total Operating Net of Allocations</i>	14,281	9,586	9,568	9,568	(18)
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Engineering Budget	537,495	565,377	574,128	574,128	8,751
Total DPW Engineering Budget Net Allocations	184,000	203,352	199,261	199,261	(4,091)
DPW Highway					
<i>Salaries</i>	876,499	925,270	916,246	916,246	(9,024)
<i>Operating</i>	466,225	349,910	381,065	381,065	31,155
<i>Capital Outlay</i>	-	-	-	-	-
<i>Salaries</i>	876,499	925,270	916,246	916,246	(9,024)
<i>Operating</i>	466,225	349,910	381,065	381,065	31,155
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Highway Budget	1,342,724	1,275,180	1,297,311	1,297,311	22,131
DPW Forestry					
<i>Salaries</i>	-	-	-	-	-
<i>Operating</i>	128,416	113,255	117,200	117,200	3,945
<i>Capital Outlay</i>	-	-	-	-	-



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General Fund Budget Classification	FY2021	FY2022	FY2023	FY2023	BUDGET
	EXPENDED	BUDGETED	DEPTREQ	TMREC	INC/DEC
Total DPW Forestry Budget	128,416	113,255	117,200	117,200	3,945
DPW Fleet Maintenance					
Salaries	267,844	319,948	328,093	328,093	8,145
Water Enterprise Fund Allocation	(52,121)	(51,496)	(54,021)	(54,021)	(2,525)
Sewer Enterprise Fund Allocation	(52,121)	(51,496)	(54,021)	(54,021)	(2,525)
Total Salaries Net of Allocations	163,602	216,956	220,051	220,051	3,095
Operating	583,985	517,495	576,845	576,845	59,350
Water Enterprise Fund Allocation	(53,479)	(55,299)	(60,007)	(60,007)	(4,708)
Sewer Enterprise Fund Allocation	(53,479)	(55,299)	(60,007)	(60,007)	(4,708)
Total Operating Net of Allocations	477,027	406,897	456,831	456,831	49,934
Capital Outlay	24,000	-	-	-	-
Total DPW Fleet Maint, Budget	875,829	837,443	904,938	904,938	67,495
Total DPW Fleet Maint, Budget Net Allocations	664,629	623,853	676,882	676,882	53,029
DPW Snow and Ice					
Salaries	203,001	95,000	95,000	95,000	-
Operating	538,000	161,000	161,000	161,000	-
Capital Outlay	-	-	-	-	-
Total DPW Snow and Ice Budget	741,001	256,000	256,000	256,000	-
Street Lighting					
Operating	256,542	473,233	72,750	72,750	(400,483)
Total Street Lighting Budget	256,542	473,233	72,750	72,750	(400,483)
Solid Waste					
Operating	2,652,041	2,723,792	2,858,367	2,858,367	134,575
Total Solid Waste Budget	2,652,041	2,723,792	2,858,367	2,858,367	134,575
Total DPW Budget	7,087,816	6,806,452	6,816,065	6,816,065	9,613
Total DPW Budget Net Allocations	6,317,403	6,026,359	5,998,256	5,998,256	(28,103)
Unclassified					
Non-Exempt Principal Maturing Debt	215,000	1,068,599	1,450,000	1,450,000	381,401
Non Exempt Interest-Maturing Debt	102,134	829,311	638,278	638,278	(191,033)
Interest-Temporary Loans	-	-	-	-	-
Exempt Principal Maturing Debt	3,632,780	3,677,490	3,772,500	3,772,500	95,010
Exempt Interest-Maturing Debt	1,478,881	1,323,344	1,148,994	1,148,994	(174,350)
Middlesex Retirement Assmt.	7,264,629	7,557,697	8,060,740	8,060,740	503,043
Water Enterprise Fund Allocation	(453,004)	(433,124)	(464,408)	(464,408)	(31,284)
Sewer Enterprise Fund Allocation	(69,209)	(80,323)	(86,065)	(86,065)	(5,742)
Cable Enterprise Fund Allocation	(11,940)	(12,550)	(13,445)	(13,445)	(895)
Total Retirement	6,730,476	7,031,700	7,496,822	7,496,822	465,122
Occupational Injury Reserve	125,000	125,000	125,000	125,000	-
Unemployment Compensation	4,063	10,000	10,000	10,000	-



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General Fund Budget Classification	FY2021	FY2022	FY2023	FY2023	BUDGET
	EXPENDED	BUDGETED	DEPTREQ	TMREC	INC/DEC
<i>Group Insurance</i>	4,769,655	5,082,320	5,143,791	5,143,791	61,471
Water Enterprise Fund Allocation	(330,668)	(358,286)	(368,885)	(368,885)	(10,599)
Sewer Enterprise Fund Allocation	(138,669)	(132,241)	(127,887)	(127,887)	4,354
Cable Enterprise Fund Allocation	(15,443)	(15,443)	(16,176)	(16,176)	(733)
<i>Total Group Insurance</i>	4,284,875	4,576,350	4,630,843	4,630,843	54,493
<i>Medicare Tax</i>	289,848	295,878	302,535	302,535	6,657
Water Enterprise Fund Allocation	(19,764)	(21,990)	(24,511)	(24,511)	(2,521)
Sewer Enterprise Fund Allocation	(6,009)	(6,126)	(8,660)	(8,660)	(2,534)
Cable Enterprise Fund Allocation	(2,069)	(2,521)	(2,683)	(2,683)	(162)
<i>Total Medicare Tax</i>	262,006	265,241	266,681	266,681	1,440
Other-Post Employment Benefits	650,000	650,000	650,000	650,000	
<i>Property and Liability Insurance</i>	490,369	598,902	691,353	691,353	92,451
Water Enterprise Fund Allocation	(70,762)	(90,939)	(103,061)	(103,061)	(12,122)
Sewer Enterprise Fund Allocation	(13,770)	(25,301)	(28,521)	(28,521)	(3,220)
<i>Total Property and Liability</i>	405,837	482,662	559,771	559,771	77,109
<i>North Middlesex Regional Emergency Communications Center</i>	500,000	490,809	490,809	490,809	-
Total Unclassified Budget	19,522,359	21,709,349	22,484,000	22,484,000	774,650
Total Unclassified Budget Net Allocations	18,391,052	20,530,505	21,239,698	21,239,698	709,192
Total Budget Before Transfers, Allocations and Offsets	124,019,313	126,239,766	129,294,483	129,294,483	3,054,717
Total Budget Before Transfers Net Allocations/Offsets	122,004,139	124,167,793	127,110,820	127,110,820	2,943,027
Transfers					
To the Sewer Enterprise Fund	-	-	-	-	-
To the Water Enterprise Fund	-	-	-	-	-
Special Revenue	-	-	-	-	-
Town Trust Funds					
Total Transfers	-	-	-	-	-
ATM General Fund Budget	122,004,139	124,167,793	127,110,820	127,110,820	2,943,027

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$127,110,820 for the purpose of the Article Board of Selectmen member Jay Kelly motioned to Amend Article 4
Town Manager, Richard Montuori recommended the Amendment be Defeated
Chairman of the Board of Selectmen, Todd Johnson stood in opposition to the Amendment
Board of Selectmen member Jayne Wellman stood in opposition to the Amendment
Board of Selectmen member Mark Kratman stood in favor of the Amendment
The Finance Committee opposed the Amendment
Chairman Todd Johnson Moved the Question



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AMENDMENT: Remove the sum of \$1,245,000 from Non-Exempt Principal Maturing Debt and remove the sum of \$554,997 from Non-Exempt Interest Maturing Debt within the General Budget, which is set aside to fund Debt Service for the new combined DPW and school Maintenance Facility at the current site of the DPW Facility on Whipple Road.

Vote:	The motion to Move the Question was Adopted	8:41 PM	5/2/22
	The Amendment Failed Yes 11/No 104	8:48 PM	5/2/22
	Article 4 was Adopted Unanimously	8:49 PM	5/2/22

Executive Summary: The purpose of the article is to fund various department budgets for Fiscal Year 2023.

ARTICLE 5

To see if the Town will vote to raise and appropriate and transfer from available funds a sum of \$6,850,979 to be expended by the Town Manager to operate the Sewer Enterprise Fund; or take any other action relative thereto.

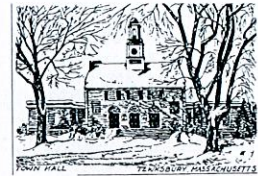
TOWN OF TEWKSBURY SEWER ENTERPRISE FUND FISCAL YEAR 2023 PROPOSED BUDGET

<u>Direct Expenses</u>	<u>FY21 Expended</u>	<u>FY22 Approved</u>	<u>FY23 Recommended</u>	<u>Inc(Dec)</u>
Salaries	381,879	423,487	383,366	(40,121)
Expenses	469,247	419,708	426,760	7,052
Capital Outlay	-	-	-	-
Lowell Sewer	1,350,000	1,453,000	1,508,970	55,970
Reserve Fund	-	60,000	60,000	-
Occupational Health	10,000	10,000	10,000	-
Other Post Employment Benefits	38,785	38,785	38,785	-
Debt	3,652,038	3,712,623	3,703,896	(8,727)
Subtotal	5,901,950	6,117,603	6,131,777	14,174
<u>Indirect Expenses</u>				
Town Manager	9,886	9,886	10,356	470
Accounting	10,049	10,049	10,597	548
Computer Services	1,828	1,828	2,588	760
Treasurer/Collector	32,846	32,846	35,150	2,304
Human Resources	1,909	1,909	2,085	176
Dept. of Public Works	387,392	387,392	407,293	19,901
Group Insurance	132,241	132,241	127,887	(4,354)
Retirement	80,323	80,323	86,065	5,742
Medicare	6,126	6,126	8,660	2,534
Property and Liability Insurance	25,301	25,301	28,521	3,220
Subtotal	687,901	687,901	719,202	31,301
<u>Capital Expenditures</u>	-	-	-	-
Total Appropriation	6,589,851	6,805,504	6,850,979	45,475
<u>Projected Sewer Revenue</u>	<u>FY21 Collected</u>	<u>FY22 Projected</u>	<u>FY23 Projected</u>	<u>Inc(Dec)</u>
User Fees	6,539,401	5,527,583	5,736,581	208,998
All Sewer Liens/Interest/Fees	295,382	8,409	8,494	85
Connection Fees	127,500	250,000	250,000	-
All Other	112,029	125,000	125,000	-
Retained Earnings	795,439	900,000	750,000	(150,000)
Transfer From General Fund	-	-	-	-
Total Revenue	7,869,751	6,810,992	6,870,075	59,083
Operating Deficit/Surplus	1,279,901	5,488	19,096	13,608



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Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$6,850,979 for the purpose of the Article

Vote: Article 5 was Adopted Unanimously

8:49 PM

5/2/22

Executive Summary: The purpose of this article is to fund the Sewer Enterprise Fund for Fiscal Year 2023.

ARTICLE 6

To see if the Town will vote to raise and appropriate a sum of \$7,553,375 to be expended by the Town Manager to operate the Water Enterprise Fund; or take any action relative thereto.

TOWN OF TEWKSBURY WATER ENTERPRISE FUND FISCAL YEAR 2023 PROPOSED BUDGET

	<u>FY21 Expended</u>	<u>FY22 Approved</u>	<u>FY23 Recommended</u>	<u>Inc(Dec)</u>
Salaries	1,537,971	1,750,460	1,742,240	(8,220)
Expenses	1,777,693	1,512,958	1,596,329	83,371
Capital Outlay	-	-	-	-
Reserve Fund	-	25,000	25,000	-
Occupational Health	-	20,000	20,000	-
Other Post Employment Benefits	163,947	163,947	163,947	-
Debt	2,501,081	2,676,771	2,573,702	(103,069)
Subtotal	5,980,691	6,149,136	6,121,218	(27,919)
<u>Indirect Expenses</u>				
Town Manager	9,886	9,886	10,356	470
Accounting	9,880	10,049	10,597	548
Computer Services	1,810	1,828	2,588	760
Treasurer/Collector	33,468	32,846	35,150	2,304
Human Resources	1,683	1,909	2,085	176
Dept. of Public Works	388,042	392,701	410,516	17,815
Group Insurance	330,668	358,286	368,885	10,599
Retirement	453,004	433,124	464,408	31,284
Medicare	19,764	21,990	24,511	2,521
Property and Liability	70,762	90,939	103,061	12,122
Subtotal	1,318,967	1,353,558	1,432,157	78,599
<u>Capital Expenditures</u>				
	-	-	-	-
Total Appropriation	7,299,658	7,502,694	7,553,375	50,680
<u>Projected Water Revenue</u>				
	<u>FY21 Collected</u>	<u>FY22 Projected</u>	<u>FY23 Projected</u>	<u>Inc(Dec)</u>
User Fees	8,347,270	6,945,455	7,015,683	70,228
Water Liens	380,124	400,000	400,000	-
All Other Fees	340,523	150,000	150,000	-
Investment Income	-	10,000	10,000	-
Total Revenue	9,067,916	7,505,455	7,575,683	70,228
Operating Deficit/Surplus	1,768,258	2,760	22,308	19,548



Town of Tewksbury

TOWN HALL
1009 MAIN STREET
TEWKSBURY, MASSACHUSETTS 01876
OFFICE OF TOWN CLERK



DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

Phone: 978-640-4355
Fax: 978-851-8610
dgraffeo@tewbury-ma.gov

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$7,553,375 for the purpose of the Article

Vote: Article 6 was Adopted Unanimously

8:50 PM

5/2/22

Executive Summary: The purpose of this article is to fund the Water Enterprise Fund for Fiscal Year 2023.

ARTICLE 7

To see if the Town will vote to raise and appropriate a sum of \$1,118,910 to be expended by the Town Manager to operate the Stormwater Enterprise Fund; or take any action relative thereto.

TOWN OF TEWKSBURY STORMWATER ENTERPRISE FUND FISCAL YEAR 2023 PROPOSED BUDGET

<u>Direct Expenses</u>	<u>FY21 Expended</u>	<u>FY22 Approved</u>	<u>FY23 Recommended</u>	<u>Inc(Dec)</u>
Salaries	-	-	-	-
Expenses	596,616	637,410	593,910	(43,500)
Capital Outlay	-	-	-	-
Reserve Fund	-	25,000	25,000	-
Subtotal	596,616	662,410	618,910	(43,500)
				-
<u>Indirect Expenses</u>				
Subtotal	-	-	-	-
Capital Expenditures	500,000	515,000	500,000	(15,000)
Total Appropriation	1,096,616	1,177,410	1,118,910	(58,500)
				-
<u>Projected Stormwater Revenue</u>	<u>FY21 Collected</u>	<u>FY22 Projected</u>	<u>FY23 Projected</u>	<u>Inc(Dec)</u>
User Fees	1,131,436	1,190,700	1,139,307	(51,393)
Total Revenue	1,131,436	1,190,700	1,139,307	(51,393)
				-
Operating Deficit/Surplus	34,820	13,290	20,397	7,107

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$1,118,910 for the purpose of the Article

Vote: Article 7 was Adopted Unanimously

8:51 PM

5/2/22

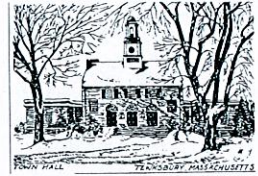
Executive Summary: The purpose of this article is to fund the Stormwater Enterprise Fund for Fiscal Year 2023.



Town of Tewksbury

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ARTICLE 8

To see if the Town will vote to raise and appropriate a sum of \$581,232 to be expended by the Town Manager to operate the Cable TV Enterprise Fund; or take any action relative thereto.

TOWN OF TEWKSBURY CABLE TV ENTERPRISE FUND FISCAL YEAR 2023 PROPOSED BUDGET

<u>Direct Expenses</u>	<u>FY21 Expended</u>	<u>FY22 Approved</u>	<u>FY23 Recommended</u>	<u>Inc(Dec)</u>
Salaries	154,311	180,764	188,478	7,714
Expenses	52,003	102,550	96,750	(5,800)
Capital Outlay	144,151	-	-	-
Reserve Fund	-	50,000	25,000	(25,000)
Occupational Health	-	3,000	3,000	-
Other Post Employment Benefits	-	6,200	6,200	-
Debt	-	-	-	-
Subtotal	350,466	342,514	319,428	(23,086)
<u>Indirect Expenses</u>				
Group Insurance	15,443	15,443	16,176	733
Retirement	11,940	12,550	13,445	895
Medicare	2,069	2,521	2,683	162
Property and Liability Insurance	-	-	-	-
Subtotal	29,452	30,514	32,304	1,790
<u>Capital Expenses</u>	-	174,200	229,500	55,300
Total Appropriation	379,918	547,228	581,232	34,004
<u>Projected Cable TV Revenue</u>	<u>FY21 Collected</u>	<u>FY22 Projected</u>	<u>FY23 Projected</u>	<u>Inc(Dec)</u>
Cable Franchise Fees	615,068	600,000	600,000	-
All Other Fees	-	-	-	-
Total Revenue	615,068	600,000	600,000	-
Operating Deficit/Surplus	235,151	52,772	18,768	(34,004)

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$581,232 for the purpose of the Article

Vote: Article 8 was Adopted Unanimously

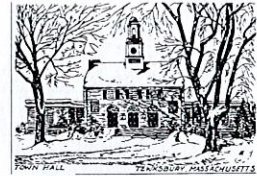
8:51 PM 5/2/22

Executive Summary: The purpose of this article is to fund the Cable TV Enterprise Fund for Fiscal Year 2023.



Town of Tewksbury

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ARTICLE 9

To see if the Town will vote to transfer from the Stabilization Fund a sum of \$1,635,185 to be expended by the Town Manager for the following purposes: or take any action relative thereto.

DPW

550 Class Dump Truck w/plow package	110,000
6 Wheel Dump Truck w/plow package	230,000
6-8 Yard sander (slide-in)	20,000
Aerial Lift Bucket Truck	215,000
Total DPW	575,000

Fire

New Fire Engine and Equipment	770,000
Renovation of South Fire Station	25,000
Total Fire	795,000

Facilities and Grounds

Landscape Dump Truck with sander and plow package	135,185
Police Department Upgrades	130,000
Total Facilities and Grounds	265,185

Total **1,635,185**

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$1,635,185 from the Stabilization Fund for the purpose of the Article

Vote: Article 9 was Adopted Unanimously (2/3 Required) 8:52 PM 5/2/22

Executive Summary: This article allows the Town to utilize funds from the Stabilization Fund for Capital Equipment and Improvements and one-time expenditures.

ARTICLE 10

To see if the Town will vote to transfer the sum of \$985,000 from Sewer Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any action relative thereto.

Ford F-150	30,000
6-Wheel Dump Truck with plow package	115,000
Inflow and Infiltration Control	250,000
Pump Station Improvements	590,000
Total	985,000

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$985,000 from Sewer Retained Earnings for the purpose of the Article

Vote: Article 10 was Adopted Unanimously 8:52 PM 5/2/22

Executive Summary: This article allows the Town to utilize funds from Sewer Retained Earnings for Capital Equipment and Improvements.



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ARTICLE 11

To see if the Town will vote to transfer the sum of \$2,070,000 from Water Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any action relative thereto.

Ford F-150	30,000
6-Wheel Dump Truck with plow package	115,000
Hydrant Replacement/Install	125,000
Water Tank Upgrades	1,800,000
Total	2,070,000

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$2,070,000 from Water Retained Earnings for the purpose of the Article

Vote: Article 11 was Adopted Unanimously

8:53 PM

5/2/22

Executive Summary: This article allows the Town to utilize funds from Water Retained Earnings for Capital Equipment and Improvements.

ARTICLE 12

To see if the Town will vote to appropriate the sum of \$1,800,000 to be expended by the Town Manager for the cost of inspection, upgrading, improvements and cleaning of the Astle Street Water Tank, and including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, and, if by borrowing, the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 8(4) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore; or take any action relative thereto. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Motion: That the Town hereby appropriates the sum of \$1,800,000, for the cost of inspection, upgrading, improvements and cleaning of the Astle Street Water Tank, and for the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 8(4) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Town Manager

Motion: The Finance Committee motioned to Adopt; Appropriate \$1,800,000 for the purpose of the Article

Vote: Article 12 was Adopted Unanimously (2/3 Required)

8:56 PM

5/2/22

Executive Summary: This article authorizes the Town to borrow funds for the cost inspection, upgrading, improvements and cleaning of the Astle Street Water Tank.



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ARTICLE 13

To see if the Town will vote to transfer from Bond Premiums the sum of \$44,833 to reduce Town Exempt Debt Principal; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$44,833 from Bond Premiums for the purpose of the Article

Vote: Article 13 was Adopted Unanimously

8:56 PM

5/2/22

Executive Summary: This article transfers funds available from Bond Premiums to reduce the amount of Exempt Debt Service Principal.

ARTICLE 14

To see if the Town will vote to appropriate the sum of \$28,000 from the Community Preservation Fund Undesignated Reserve for the purpose of purchasing and installing new benches for the Town Common pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt; Appropriate \$28,000 from Community Preservation Fund Undesignated Reserve for the purpose of the Article

Vote: Article 14 was Adopted Unanimously

8:57 PM

5/2/22

Executive Summary: This funding will allow for the purchase of new benches for the Town Common.

ARTICLE 15

To see if the Town will vote to appropriate the sum of \$157,000 from the Community Preservation Fund Undesignated Reserve for the purpose of purchasing equipment and upgrading and improving the Skate Park at Saunders Recreation Complex on Livingston Street pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt; Appropriate \$157,000 from Community Preservation Fund Undesignated Reserve for the purpose of the Article

Vote: Article 15 was Adopted Unanimously

8:57 PM

5/2/22

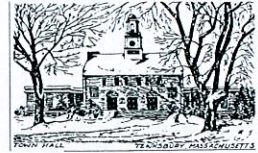
Executive Summary: This funding will allow for the improvements to the Skate Park at Saunders Recreation Complex on Livingston Street.



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ARTICLE 16

To see if the Town will vote to appropriate the sum of \$45,000 from the Community Preservation Fund Undesignated Reserve for the purpose of purchasing and installing bleachers at the football field located at Saunders Recreation Complex on Livingston Street pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt; Appropriate \$45,000 from Community Preservation Fund Undesignated Reserve for the purpose of the Article

Vote: Article 16 was Adopted Unanimously 8:58 PM 5/2/22

Executive Summary: This funding will allow for new bleachers at the football field at Saunders Recreation Complex on Livingston Street.

ARTICLE 17

To see if the Town will vote to transfer the sum of \$25,000 to be expended by the Town Manager from Overlay Surplus to fund a Senior Tax Relief Work Program and a Veterans Tax Relief Work Program; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$25,000 from the Overlay Surplus for the purpose of the Article

Vote: Article 17 was Adopted Unanimously 8:59 PM 5/2/22

Executive Summary: This article allows the Town to utilize funds considered surplus from Assessors Overlay Reserve to fund a Senior Tax Relief Work Program/Veterans Tax Relief Work Program that allows eligible Senior Citizens/Veterans of the Town to work for Town and School offices and receive a reduction in their property tax bill.

ARTICLE 18

To see if the Town will vote to approve the FY2023 Affordable Housing Trust Fund Allocation Plan as follows:

ALLOCATION PLAN	for FY2023
Starting Balance:	\$5,315,555
Total Available Funds FY23	\$5,315,555
Expenses	
Creation of New Units/ Buy down of Existing Units	\$5,315,555
Total Projected Expenses for FY23	\$5,315,555

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 18 was Adopted Unanimously 9:00 PM 5/2/22

Executive Summary: According to Chapter 105 of the Acts of 2003, the Tewksbury Affordable Housing Trust Fund is to have an allocation submitted to and approved at the Annual Town Meeting. The FY2023 allocation plan meets the expenditure requirements of the Special Act.



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ARTICLE 19

To see if the Town will vote to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in Fiscal Year 2023, with each item to be considered a separate appropriation:

Appropriations:

Administrative Costs	\$65,666
----------------------	----------

Reserves:

Open Space	\$131,332
Community Housing	\$131,332
Historic Preservation	-----
FY2023 Budgeted Reserve	\$984,994

Or take any other action related thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt

Vote: Article 19 was Adopted Unanimously 9:00 PM 5/2/22

Executive Summary: Massachusetts General Law, Chapter 44B requires that the Town appropriate for spending, or reserve for future spending, from the fund balance at least 10% for open space, 10% for historic preservation, and 10% for community housing. FY2023 Historic 10% Reserve will be achieved with the Town Hall Rehabilitation Bond payment. The total CPA Estimated FY23 revenue is \$1,313,326.

ARTICLE 20

To see if the Town will vote to authorize the Board of Selectmen to file with the Great and General Court of the Commonwealth of Massachusetts a Home Rule Petition to allow the Town to increase the exemption amount under MGL Ch59 Section 5, Clause 17D from the sum of one hundred and seventy-five dollars, to the sum of five hundred dollars and change the age of seventy to sixty-five who has owned and occupied as a domicile and allow the town to increase the whole estate, real and personal, of such spouse, person or minor does not exceed in value from the sum of forty thousand dollars to fifty-five thousand dollars. Further the Town will be allowed to increase both the exemption amount and the whole estate, real and personal, of such spouse, person, or minor by a percent not to exceed 5% as determined by the Board of Selectmen.

Further, to authorize the General Court to make changes of form only to this Home Rule Petition unless the Board of Selectmen authorizes any changes that are within the scope, intent, and public purposes of this Home Rule Petition, and to authorize the Board to approve such changes.

Board of Selectmen

Motion: The Finance Committee motioned to Adopt

Vote: Article 20 was Adopted Unanimously 9:01 PM 5/2/22

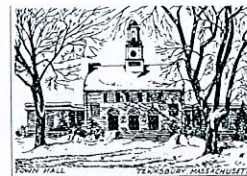
Executive Summary: This article seeks a Home Rule Petition to allow the Town to increase the exemption for eligible Seniors under M.G.L. c. 59 § 5 Clause 17D from \$175 to \$500 and the annual asset eligibility requirements from \$40,000 to \$55,000.



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ARTICLE 21

To see if the Town will vote to authorize the Board of Selectmen to file with the Great and General Court of the Commonwealth of Massachusetts a Home Rule Petition to allow the Town to increase the exemption amount under MGL Ch59 Section 5, Clause 22 from the sum of \$400 to \$600. Further the Town will be allowed to increase the exemption amount by a percent not to exceed 5% as determined by the Board of Selectmen.

Further, to authorize the General Court to make changes of form only to this Home Rule Petition unless the Board of Selectmen authorizes any changes that are within the scope, intent, and public purposes of this Home Rule Petition, and to authorize the Board to approve such changes.

Board of Selectmen

Motion: The Finance Committee motioned to Adopt

Vote: Article 21 was Adopted Unanimously

9:01 PM 5/2/22

Executive Summary: This article seeks a Home Rule Petition to allow the Town will increase the exemption for eligible Veterans under M.G.L. c. 59 § 5 Clause 22 from \$400 to \$600.

ARTICLE 22

To see if the Town will vote to authorize the Board of Selectmen to accept an easement from MDR Construction Company, Inc. The easement is shown on a plan entitled "Easement Plan" prepared by Civil Design Consultants, Inc., dated October 28, 2021; or take any action relative thereto. The plan is recorded with the Middlesex North District Registry of Deeds in Plan Book 249, Plan 97, and can be viewed at the Town Clerk's Office, Town Hall, 1009 Main Street, Tewksbury, MA 01876.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 22 was Adopted Unanimously

9:01 PM 5/2/22

Executive Summary: The purpose of this article is to allow for the Board of Selectmen to accept a new sewer easement at 935 Main Street. The cost of relocating the sewer main at this location is the responsibility of the grantee.

ARTICLE 23

To see if the Town will vote to terminate an existing easement over, under, across, and through a portion of land located at 935 Main Street, Tewksbury, Middlesex County, Massachusetts, having been created by an Order of Taking - Sewer Easement dated December 14, 2006, and recorded in the Middlesex North District Registry of Deeds in Book 20836, Page 153 and being shown on the Plan of Land entitled "Utility Easement Plan of Land, Phase 8 Contract 28, Main Street, Tewksbury, MA, Prepared for: Camp, Dresser & McKee, Inc., Date: July 6, 2006" (the "Plan"), recorded with said Registry of Deeds in Plan Book 222, Plan 123, hereby terminates the referenced sewer easement and releases unto MDR Construction Co., Inc., a Massachusetts corporation having an address of 1693 Shawsheen Street, Tewksbury, MA 01876, the current fee owner of the affected property, and to those claiming by, through or under it as their interests may appear of record, for consideration, all existing rights created in instrument recorded at Book 20836, Page 153.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 23 was Adopted Unanimously

9:02 PM 5/2/22

Executive Summary: This terminated easement is being replaced by a new easement and relocation of the sanitary sewer main at 935 Main Street.



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ARTICLE 24

To see if the Town will vote to amend the Town's General Bylaws by adding a new section 8.24.40 Overnight Parking in Public Way of Recreational Vehicles. All Recreational Vehicles are prohibited from being parked on public roadways. Recreational Vehicles include trailers, recreational vehicles (RV), boats, all terrain cycles and other vehicles that are not used for every day commuting but for recreational purposes all year round. Tewksbury Police will be authorized to have said vehicles removed from public roadways, after one warning of violation of said bylaw within 24 hours.

Laura Caplan

Motion: Article Proponent Laura Caplan motioned to Adopt

Vote: Article 24 was Adopted

9:05 PM

5/2/22

Executive Summary: The purpose of this article is to increase safety on our public roadways and removal of any vehicle that is being stored on the public roadways. It is for all citizens to be able to enjoy walking, cycling or commuting equally and safely together without visible obstacles and concerns involved.

ARTICLE 3

ANY ARTICLES VOTED TO BE REMOVED FROM THE CONSENT CALENDAR SHALL BE RESTORED TO ITS ORIGINAL NUMBERED PLACE IN THE WARRANT.

ARTICLE 3-25

ARTICLE 3-26

ARTICLE 3-27

ARTICLE 3-28

ARTICLE 3-27

To see if the Town will vote: (1) to appropriate a sum of money to survey, design and undertake repairs to roads and bridges under the provisions of Chapter 90 of the Massachusetts General Laws, and to obtain any material and/or services incidental thereto; (2) to authorize the Board of Selectmen to acquire easements in conjunction therewith by the purchase, gift, lease, eminent domain, or otherwise; (3) in furtherance of the project(s) to authorize the Board of Selectmen to apply for, accept and expend any federal, state and/or private grants without further appropriation thereof; and (4) to determine whether said appropriation shall be raised by transfer from available funds or by borrowing; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 3-27 was Held

7:53 PM

5/2/22

Article 3-27 was Adopted Unanimously

9:08 PM

5/2/22

Executive Summary: Each year the state indicates the amount it will allot to cities and towns for sidewalk and roadwork under Chapter 90. This article authorizes the Town to spend these funds.



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SECTION 3

Article 29	Zoning Bylaw	Entire By-Law Replacement
Article 30	Zoning Bylaw Map	Update Town Zoning Map
Article 31	Zoning Bylaw	Citizens Petition

ARTICLE 29

To see if the Town will vote to amend the Zoning Bylaw by replacing the current bylaw on file with the Town Clerk's Office dated October 2021 with the Zoning Bylaw and Appendix A as follows:

1. PURPOSE AND AUTHORITY

1.1 TITLE

This Bylaw shall be known and may be cited as the "Zoning Bylaw of the Town of Tewksbury, Massachusetts," (this Bylaw).

1.2 PURPOSES

This Bylaw is enacted in order to promote the general welfare of the Town of Tewksbury (Town); to protect the health and safety of its inhabitants; to support the most appropriate use of land throughout the Town: to further the goals of the Tewksbury Master Plan: and to preserve and increase the amenities of the Town, all as authorized but not limited by the provisions of the Massachusetts Zoning Act, G.L. c. 40A, as amended, and Section 2A of Chapter 808 of the Acts of 1975.

1.3 AUTHORITY

This Bylaw is enacted under the authority of Article 89 of the Amendments to the Constitution of the Commonwealth of Massachusetts (Commonwealth) and in accordance with G.L. c 40A, as amended.

1.4 APPLICABILITY

All buildings or structures erected, constructed, reconstructed, altered, enlarged, or modified, and the use of all premises in the Town, after the effective date of this Bylaw shall conform with the provisions of this Bylaw. No building, structure, or land shall be used for any purpose or in any manner other than as expressly permitted within the district in which it is located. Where this Bylaw imposes greater restrictions than those imposed by any other regulations, permits, restrictions, easements, covenants, or agreements, the provisions of this Bylaw shall control.

1.5 AMENDMENT

This Bylaw may from time to time be changed by amendment, addition, or repeal by the Town Meeting in the manner provided for in G.L. c. 40A, § 5.

1.6 SEVERABILITY

The invalidity of any section or provision of this Bylaw shall not invalidate any other section or provision.



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2. DEFINITIONS

For the purpose of this Bylaw and unless the context of usage clearly indicates another meaning, the following terms shall have the following meanings:

- A. Words used in the present tense include the future.
- B. The singular includes the plural and the plural includes the singular.
- C. The word "and" includes "or" unless the contrary is evident from the text.
- D. The word "includes" or "including" shall not limit a term to specified examples. It is intended to extend its meaning to all other instances, circumstances, or items of like character or kind.
- E. The words "used" or "occupied" include the words "designed," "arranged," "intended," or "offered," to be used or occupied; the words "building," "structure," "lot," "land," or "premises" shall be construed as though followed by the words "or any portion thereof"; and the words "shall" is always mandatory and not merely directory.
- F. Terms and words not defined in this Section 2 or elsewhere in this Bylaw but defined in the State Building Code shall have meanings given there unless a contrary intention clearly appears in this Bylaw. Words not defined in either place shall have the meaning given in the most recent edition of Webster's Unabridged Dictionary.

ABANDONMENT: The cessation of a use or structure accompanied by an intent to abandon and voluntary conduct whether affirmative or negative. Time is not a controlling factor of abandonment, although the lapse of time may be evidence of an intent to abandon, and where it is accompanied by acts of abandonment, it may be considered in determining whether there has been abandonment. Abandonment may arise from a single act or a series of acts.

ACCESSORY STRUCTURE: A structure located on the same lot with the main building, detached or attached, and customarily incidental and subordinate to the use of the main building.

ACCESSORY USE: A use that is customarily incidental and subordinate to the main building or use of land and located on the same lot and under the same ownership in all respects.

ACCESS DRIVEWAY: The travel lane that allows motor vehicles ingress from the street and egress from the site and includes the area between the sideline of the street to the lot where the access driveway is no longer within the minimum parking area setback required.

ADULT DAY CARE: A social day care or adult day health facility as those terms are defined by the Massachusetts Department of Elder Affairs.

ADULT USES. The following terms and definitions shall apply to Adult Uses.

ADULT USE ESTABLISHMENT: An establishment having a substantial or significant portion of its business activity, stock in trade, or other materials for sale, rental or display, which are distinguished or characterized by their emphasis on matter depicting, describing, or relating to sexual conduct as defined in G.L. c. 272, § 31, including but not limited to the following: any adult bookstore, adult cabaret, adult motion picture theater, adult paraphernalia store or adult video store as defined below:

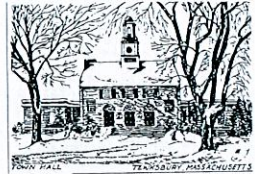
ADULT BOOKSTORE: An establishment having as a substantial or significant portion of its stock in trade, books, magazines, and other matter which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in G.L. c. 272, § 31.



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ADULT CABARET: A nightclub, bar, restaurant, tavern, dance hall, or similar commercial establishment which present: (a) persons who appear in a state of nudity as defined in G.L. c. 272, § 31; or (b) live performances which are characterized by an emphasis depicting anatomical areas specified as less than completely and opaquely covered human genitals, pubic region, buttock and female breast below a point immediately above the top of the areola, and human genitals in a state of sexual arousal, or relating to sexual conduct or sexual excitement as defined in G.L. c. 272, § 31; or (c) films, motion pictures, video cassettes, slides, photographic reproductions, or any other visual media which are characterized by the depiction or description of anatomical areas specified as above, or relating to sexual conduct or sexual excitement as defined in G.L. c. 272, § 31.

ADULT MOTION PICTURE THEATER: An enclosed building used for presenting material (including, but not limited to, motion picture films, video cassettes, cable television, slides, or any other such visual media) distinguished by an emphasis on matter depicting, describing, or relating to sexual conduct or sexual excitement as defined in G.L. c. 272, § 31.

ADULT PARAPHERNALIA STORE: An establishment having as a portion of its stock devices, objects, tools, or toys which are distinguished by their association with sexual activity, including sexual intercourse, sexual conduct or sexual excitement as defined in G.L. c. 272, § 31.

ADULT VIDEO STORE: An establishment having as a substantial or significant portion of its stock in trade, for sale or rent, motion picture films, video cassettes, and similar audio/visual media, which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in G.L. c. 272, § 31.

SUBSTANTIAL OR SIGNIFICANT PORTION: The terms "substantial or significant portion" shall mean any of the following: (a) 20% or more of the business inventory or stock of merchandise for sale, rental distribution, or exhibition during any period of time; or (b) 20% or more of the annual number of gross sales, rentals, or other business transactions; or (c) 20% or more of the annual gross business revenue; or (d) 20% or more of the hours during which the establishment is open.

SIGN, ADULT USE ADVERTISEMENT: An advertising sign or devise which advertises an adult use establishment, adult bookstore, adult video store, adult cabaret, adult paraphernalia store, or adult motion picture theater and/or advertises the trade, rental or sale of material, distinguished by an emphasis on matter depicting, describing, or relating to sexual conduct or sexual excitement as defined in G.L. c. 272, § 31.

AFFORDABLE HOUSING: A dwelling unit restricted for sale or rent to a low- or moderate-income household and eligible for listing in the Chapter 40B Subsidized Housing Inventory as determined by the Massachusetts Department of Housing and Community Development (DHCD).

AGRICULTURE, EXEMPT: Use of land for commercial agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture as defined under G.L. c. 128, § 1A and exempt from zoning under G.L. c. 40A, § 3.

AGRICULTURE, NONEXEMPT: Agricultural activities limited to cultivating and harvesting general crops, including the storage of necessary farm equipment and the raising of livestock, not exempt under G.L. c. 40A, § 3.

ALTERATION: As applied to a building or structure, alteration shall mean a change or rearrangement in the structural parts or in the existing facilities, or an enlargement whether by extending on a side or by increasing in height, or the moving from one location or position to another.



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ARTIST LOFT or LIVE-WORK UNITS: See DWELLINGS.

ASSISTED LIVING RESIDENCE: See HOUSING FOR OLDER ADULTS.

BED AND BREAKFAST: See LODGING.

BUILDING. The following terms and definitions pertain to Buildings. (See also, STORY and STORY, HALF.)

BUILDING: An independent structure having a roof supported by columns, or walls, resting on its own foundations, and designed for the shelter, housing, or enclosure of persons, animals, or property of any kind.

BUILDING COVERAGE: The percentage of the lot or plot area covered by the roof area of a building or buildings.

BUILDING HEIGHT: The vertical distance from grade plane to the average height of the highest roof surface. Not included are spires, cupolas, antennae, or similar parts of structures which do not enclose potentially habitable floor space.

BUILDING, PRINCIPAL: A building in which is conducted the main or principal use of the lot on which the building is situated.

BUILDING COMMISSIONER: The administrative chief of the building department, meeting the minimum qualifications in G.L. c. 143, § 3 and certified in accordance with 780 CMR R7, with responsibility for administering and enforcing 780 CMR in the Town.

BUSINESS OR PROFESSIONAL OFFICE: A building or part thereof for the transaction of business or the provision of services exclusive of the receipt, sale, storage, or processing of merchandise, including, but not limited to, offices of banks and financial institutions, medical offices, medical clinics, and the like.

CAR WASH: Any building or premises or portions thereof charging a fee for washing automobiles, or offering such service accessory to a commercial operation.

CHILD CARE OR DAY CARE. The following terms and definitions pertain to day care facilities for children:

CHILD CARE CENTER: As defined in G.L. c. 15D, s. 1A and licensed by the Commonwealth.

FAMILY CHILD CARE HOME: A private residence, licensed by the Commonwealth to provide care for up to 6 children, which on a regular basis receives children under 7, or children under 16 with special needs, for temporary custody and care during part or all of the day, as defined in G.L. c. 15D, § 1A.

FAMILY CHILD CARE HOME, LARGE: A family child care home as defined in G.L. c. 15D, § 1A, licensed to provide care for up to 10 children.

CLEARING: The removal and/or cutting of trees, shrubs, bushes, or bush, or grubbing.

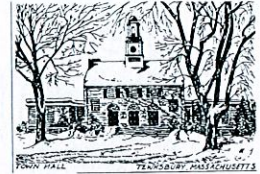
COMMERCIAL RECREATION, INDOOR: A structure for recreational, social, or amusement purposes, which may include as an accessory use the consumption of food and drink, including all connected rooms or space with a common means of egress and entrance. Places of assembly shall include theatres, concert halls, dance halls, skating rinks, bowling alleys, health clubs, dance studios, or other commercial recreational centers conducted for or not for profit.



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COMMERCIAL RECREATION, OUTDOOR: Drive-in theatre, golf course/driving range, bathing beach, sports club, horseback riding stable, boathouse, game preserve, marina or other commercial recreation carried on in whole or in part outdoors, except those activities more specifically designated in this Bylaw.

COMMERCIAL VEHICLE, LIGHT: Any vehicle under 10,000 lbs. gross vehicle weight which is used in construction or other commercial enterprise. This does not include other equipment used for landscaping and/or construction or cube vans, step vans, or buses.

COMMERCIAL VEHICLE, HEAVY: Any vehicle over 10,000 lbs. gross vehicle weight which is used in construction or other commercial enterprise. This includes, but is not limited to, other equipment used for landscaping and/or construction or cube vans, step vans, and buses.

CONTRACTOR'S YARD: Land used for the storage of commercial construction equipment, materials, and supplies and for the parking of registered commercial vehicles.

CORNER LOT: See LOT.

DEBRIS: Accumulated fragments, ruins, or rubbish; used motor vehicle and heavy equipment parts; or demolition materials from buildings and other structures.

DRIVE-THROUGH SERVICE: A commercial facility that provides a service directly to a motor vehicle or where the customer drives a motor vehicle onto the premise and service is provided to the customer through a window or mechanical device, or by an agent of the facility without the customer exiting the vehicle. This shall not include the selling of fuel at a gasoline filling station or the accessory functions of a carwash facility such as areas designated for vehicle vacuum cleaning.

DWELLINGS. The following terms and definitions shall apply to the variety of Dwellings provided for in this Bylaw. (See also, HOUSING FOR OLDER ADULTS.)

DWELLING: A building, or portion thereof, designed exclusively for residential occupancy, including single-family, two-family, or multiple family dwelling (apartments), but not including hotels, motels, boarding homes, trailers, or structures primarily for transient or overnight occupancy.

DWELLING UNIT: One or more rooms providing complete living facilities for a single person or one family, including equipment for cooking or provisions for the same and including room or rooms for living, sleeping, and eating.

DWELLING, SINGLE-FAMILY DETACHED: A detached building designed exclusively for occupancy by one family.

DWELLING, TOWNHOUSE: A one-family dwelling unit, with a private entrance, which is part of a structure whose dwelling units are attached horizontally in a linear arrangement, and having a totally exposed front and rear wall to be used for access, light, and ventilation.

DWELLING, TWO-FAMILY: A building designed as a single structure, containing two separate living units, each of which is designed to be occupied as a separate permanent residence for one family.

DWELLING, MULTIFAMILY: A building containing three or more dwelling units.

DEVELOPMENT, MULTIFAMILY: Any combination of the uses identified above.



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FAMILY SUITE: An accessory dwelling unit located within a single-family dwelling subordinate in size to the principle unit and separated from it in a manner that maintains the appearance of a single-family dwelling. Brothers, sisters, maternal parents and grandparents, paternal parents and grandparents, in-laws and or children of the residing owners of the principle dwelling unit may only occupy the family suite.

GROUP HOME or RESIDENTIAL CARE FACILITY: A facility operating under a state license to provide primarily nonmedical residential services to one or more unrelated individuals on a 24-hour per day basis, who by reason of illness, disease, or physical or mental infirmity are unable to sufficiently or properly care for themselves; including substitute care, food, lodging, training, education, supervision, habilitation, rehabilitation, and treatment.

LIVE-WORK UNIT: Buildings or spaces within buildings that are used jointly for commercial and residential purposes where the residential use of the space is secondary or accessory to the primary use as a place of work.

EARTH REMOVAL: Extraction of sand, gravel, top soil, or other earth for sale or for use at a site removed from the place of extraction exclusive of the grading of a lot preparatory to the construction of a building for which a building permit has been issued, or the grading of streets in accordance with an approved definitive plan, and exclusive of granite operations.

EDUCATIONAL USE, EXEMPT: Exempt activity as set forth in G.L. c. 40A, § 3.

EDUCATIONAL USE, NONEXEMPT: Educational facilities not exempt from zoning under G.L. c. 40A, § 3.

ERECT: To build, construct, reconstruct, move upon, or conduct any physical development of the premises required for a building; to excavate, fill, drain, and the like preparation for building shall also be considered to erect.

ESSENTIAL SERVICES: Services provided by a public service corporation or by governmental agencies through erection, construction, alteration, or maintenance of gas, electrical, steam, or water or sewer transmission or distribution and collection systems, communication, supply, or disposal systems whether underground or overhand, but not including wireless communications facilities. Facilities necessary for the provision of essential services include poles, wires, drains, sewers, pipes, conduits, cables, fire alarm boxes, police call boxes, traffic signals, hydrants and other similar equipment in connection therewith.

FAMILY: Any number of individuals living together on the premises of a single housekeeping unit.

FAMILY CHILD CARE HOME: See listing under Child Care Center.

FAMILY SUITE: See DWELLINGS.

FARM STAND, EXEMPT: Sale of farm products on a parcel of five acres, provided that during the months of June, July, August, and September of every year, or during the harvest season of the primary crop, the majority of such products for sale, based on either gross sales dollars or volume, have been produced by the owner of the land containing five or more acres in area on which the facility is located; or to parcels two acres or more if the sale of products produced from the agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture use on the parcel annually generates at least \$1,000 per acre based on gross sales dollars in areas not zoned for agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture. For such purposes, land divided by a public or private way or a waterway shall be construed as one parcel.

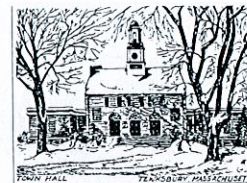
FARM STAND, NONEXEMPT: Facility for the sale of produce, wine, and dairy products on property not exempted by G.L. c. 40A, § 3.



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FLOODPLAIN DISTRICT, the following terms and definitions are exclusive to the Floodplain District:

DEVELOPMENT means any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

FLOODWAY means the channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

FUNCTIONALLY DEPENDENT USE means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

HIGHEST ADJACENT GRADE means the highest natural elevation of the ground surface prior to construction next to the proposed walls or a structure.

HISTORIC STRUCTURE means any structure that is:

- (a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- (b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
- (d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - (1) By an approved state program as determined by the Secretary of the Interior or
 - (2) Directly by the Secretary of the Interior in states without approved programs.

NEW CONSTRUCTION means, for floodplain management purposes, structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by the community, including any subsequent improvements to such structures. New construction includes work determined to be substantial improvement.

RECREATIONAL VEHICLE means a vehicle which is:

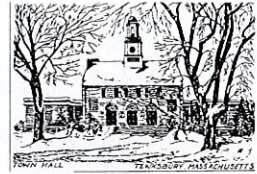
- (a) Built on a single chassis;
- (b) 400 square feet or less when measured at the largest horizontal projection;
- (c) Designed to be self-propelled or permanently towable by a light duty truck; and



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(d) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

REGULATORY FLOODWAY – SEE FLOODWAY

SPECIAL FLOOD HAZARD AREA means a land area subject to flood hazards as shown on FIRM or other flood hazard map as Zone A, AE, A1-30, A99, AR, AO, or AH.

START OF CONSTRUCTION means the date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement was within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of slab or footings, the installation of pilings or construction of columns. Permanent construction does not include land preparations (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling or floor, or other structural part of a building.

STRUCTURE means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank that is principally above ground, as well as a manufactured home.

SUBSTANTIAL REPAIR OF A FOUNDATION. When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR.

VARIANCE means a grant of relief by a community from the terms of a flood plain management regulation.

VIOLATION means the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

FRONTAGE: See LOT.

FRONT BUILDING LINE: A line drawn parallel to and along the front wall of a building extended to the property line.

FUNERAL HOME: Facility for the conducting of funerals and related activities such as embalming.

GAME COURT: Any specially prepared play area whose surface, topography, size, shape, and configuration are associated with recreational games such as basketball, volleyball, badminton, tennis, horseshoes, and archery.

GARAGE FOR AUTOMOTIVE STORAGE: See MOTOR VEHICLE USES.

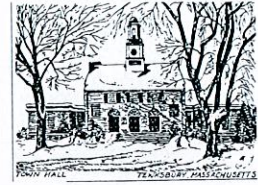
GAS STATION: See MOTOR VEHICLE USES.



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GOLF COURSE: A course laid out for the sport of golf which may include accessory and incidental uses such as a function hall, snack bar, restaurant, club house, tennis courts, and the like.

GRADE PLANE: A reference plane representing the average of finished ground level adjoining the building at exterior walls. Where the finished ground level slopes away from the exterior walls, the reference plane shall be established by the lowest points within the area between the building and the lot line or, where the lot line is more than six feet (1,829 mm) from the building, between the building and a point six feet (1,829 mm) from the building.

GROUNDWATER PROTECTION DISTRICT, the following terms and definitions are exclusive to the Groundwater Protection District

AQUIFER: Geologic formation composed of rock, sand or gravel that contains significant amounts of potentially recoverable water.

GROUNDWATER PROTECTION DISTRICT: A zoning district defined to overlay other zoning districts in the Town of Tewksbury. The groundwater protection district may include specifically designated recharge areas and specifically designated groundwater use restriction areas.

IMPERVIOUS SURFACE: Material or structure on, above, or below the ground that does not allow precipitation or surface water to penetrate directly into the soil.

MINING: The removal or relocation of geologic materials such as topsoil, sand, gravel, metallic ores, or bedrock.

POTENTIAL DRINKING WATER SOURCES: Areas which could provide significant potable water in the future.

RECHARGE AREAS: Areas that collect precipitation or surface water and carry it to aquifers. Recharge areas may include areas designated as Zone I, Zone II, or Zone III.

SUTTON BROOK DISPOSAL AREA (SBDA) BUFFER ZONE: A zoning district defined to overlay other zoning districts in the Town of Tewksbury. The SBDA Buffer Zone may include specifically designated use restriction areas. It encompasses an area within five hundred feet of the outer boundary of the SBDA Plume Area, where activities may impact the effectiveness of the Selected Remedy.

SUTTON BROOK DISPOSAL AREA (SBDA) PLUME AREA: A zoning district defined to overlay other zoning districts in the Town of Tewksbury. The SBDA Plume Area may include specifically designated use restriction areas. It encompasses an area underlain by groundwater that has been shown to be contaminated by toxic or hazardous material at or from the Sutton Brook Disposal Area Superfund Site which pose a risk to human health and the environment.

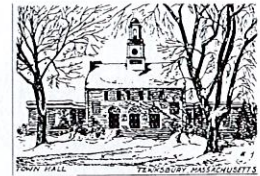
SUTTON BROOK DISPOSAL AREA (SBDA) SUPERFUND SITE (SITE), RECORD OF DECISION (ROD) and SELECTED REMEDY: Approximately 100 acres of land off South Street on the eastern boundary of the Town of Tewksbury, Middlesex County, Massachusetts with a small portion of land in the Town of Wilmington known as the SBDA Superfund Site (the "Site"). The Site is subject to the United States Environmental Protection Agency's (EPA's) Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), the National Contingency Plan (NCP) (40 CFR Section 300). In a document entitled, "Record of Decision, Sutton Brook Disposal Area Superfund Site," dated September 27, 2007 (the "ROD"), on file at the EPA Region I Record Center located at Five Post Office Square, Boston, Massachusetts ("EPA Region 1 Record Center"), EPA, with the concurrence of MassDEP, selected one or more response actions (collectively, the "Selected Remedy") for the Site pursuant to CERCLA and the NCP. Due to the fact that hazardous substances, pollutants, or contaminants remain at or from the Site above levels that allow for unlimited use and unrestricted exposure (UU/UE), EPA requires the establishment of institutional controls to ensure the protectiveness of its Selected Remedy.



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TOXIC OR HAZARDOUS MATERIAL: Any substance or mixture of physical, chemical, or infectious characteristics posing a significant, actual, or potential hazard to water supplies or other hazards to human health if such substance or mixture were discharged to land or water in the Town of Tewksbury. Toxic or hazardous materials include, without limitation; synthetic organic chemicals, petroleum products, heavy metals, radioactive or infectious wastes, acids and alkalis, and all substances defined as Toxic or Hazardous under Massachusetts General Laws (M.G.L.) Chapter(c.) 21C and 21E and 310 CMR 30.00, and also include such products as solvents and thinners in quantities greater than normal household use.

GROUP HOME or RESIDENTIAL CARE FACILITY: See DWELLINGS.

GROSS FLOOR AREA: The floor area within the inside perimeter of the exterior walls of a building, without deducting for stairways, ramps, closets, the thickness of interior walls or other features.

GRUBBING: The removal of stumps and/or roots from the soil.

HOME OCCUPATION: A business that is clearly and customarily incidental to, and conducted within, a dwelling unit or in a building or other accessory structure by a resident thereof, such as a room or rooms as a professional office or personal service or a studio or for other customary home occupation.

HOSPITAL: An institution providing primary health services and medical or surgical care to persons, primarily inpatients, suffering from illness, disease, injury, and other conditions, and related facilities, such as laboratories, outpatient facilities, training facilities, offices, and staff residences.

HOTEL: See LODGING.

HOUSING FOR OLDER ADULTS. The following terms are used in this Bylaw in association with housing for older adults:

ASSISTED LIVING RESIDENCE: As defined in G.L. c. 19D, § 1, and certified by the Massachusetts Department of Elder Affairs under 651 CMR 12.00.

CONGREGATE RESIDENCE FOR OLDER ADULTS: A congregate living residence for people 55 and over, containing independent living quarters suitable for single- or double-person occupancy, with centralized kitchen and common dining facilities and limited cooking facilities in private rooms or suites. Residents receive limited services such as laundry, housekeeping, and transportation. Congregate living residences may also include full dwelling units with kitchens for occupancy by older adults or by on-site personnel and management, and such dwelling units may be contained in attached or detached buildings.

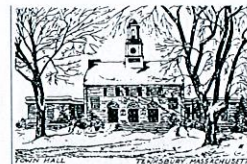
CONTINUING CARE RETIREMENT COMMUNITY (CCRC): A residential community for people 62 years and over, guaranteeing lifetime housing, social and leisure activities, and increased levels of care as needs change with age. A CCRC provides a tiered approach to senior residential living. It typically includes independent living units such as single-family homes and multifamily apartments or condominiums, together with an assisted living/memory care component and skilled nursing care.

INTERIOR DRIVEWAY: A travel lane located within the perimeter of a parking lot which is not used to directly enter or leave parking spaces, and which is exclusive of any part of the access driveway.



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JUNKYARD OR AUTOMOBILE SALVAGE YARD: The use of any area or any lot, whether inside or outside of a building, for the storage, keeping, or abandonment of junk, scrap, or discarded materials, or the dismantling, demolition, or abandonment of automobiles, other vehicles, machinery, or parts thereof.

KENNEL, COMMERCIAL: A commercial establishment in which more than three dogs or domesticated animals are housed, groomed, bred, boarded, trained, or sold; with or without outdoor training facilities.

LODGING. The following terms and definitions shall apply to the types of lodging facilities provided for in this Bylaw:

BED AND BREAKFAST: A transient lodging establishment located in or on the same premises as an owner-occupied single-family dwelling, primarily engaged in providing overnight or temporary lodging for up to four guest rooms for the general public, and which may provide meals for compensation.

BOARDING HOUSE OR LODGING: A dwelling in which more than five unrelated people are housed or lodged by the day, week, or month, either with or without meals.

HOTEL: A building intended and designed primarily for transient or overnight occupancy, divided into separate units within the same building, with or without public dining facilities, with access to units primarily from interior lobbies, courts, or halls.

MOTEL: A building intended and designed primarily for transient or overnight occupancy, divided into separate units within the same building, with or without public dining facilities, and characterized by direct access to every unit from an automobile, parking spaces, or facility (includes motor hotels and motor inns).

LIMOUSINE OR TAXICAB BUSINESS: A facility or terminal making available for hire a limousine, taxicab, van, or livery business.

LOT. The following terms and definitions pertain to Lots:

LOT: A parcel of land used or set aside and available for use as the site of one or more buildings and accessory buildings or for any other definite purpose, in one ownership and not divided by a street, nor including any land within the limits of a public or private way upon which lot abuts.

CORNER LOT: A lot bounded by more than one street which has an interior angle of 135 degrees or less formed by the tangents or straight segments of street lines between the side or rear lines of such a lot or by an extension of such street lines. A lot bounded by one street shall be considered a corner lot when the tangents or straight segments of the street line between the side lines of the lot form, or would form if extended, an interior angle of 105 degrees or less.

FRONTAGE, LOT: The lot line coinciding with the sideline of a street which provides both legal rights of vehicular access and physical vehicular access to the lot, the line shall be measured continuously along a single street or along two intersecting streets if their angle of intersection is greater than 120 degrees. Vehicular access to a building site on the lot shall be exclusively through the legal frontage of the lot.

MANEUVERING AISLE: A travel lane located within the perimeter of a parking lot by which motor vehicles directly enter and leave parking spaces.

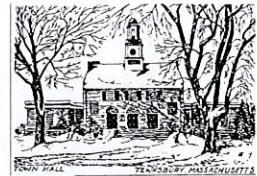
MANUFACTURING: A use engaged in basic processing and manufacturing of materials, or the manufacture from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment, finishing work, packaging, incidental storage, sales and distribution of such products.



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MAJOR PROJECT, TOWN CENTER: Any development of 25,000 square feet or more.

MARIJUANA ESTABLISHMENTS. The following terms and definitions apply to marijuana establishments:

CANNABIS CULTIVATION: The use of land and/or buildings for planting, tending, improving, harvesting, processing and packaging, the preparation and maintenance of soil and other media and promoting the growth of cannabis by a cannabis cultivator, micro-business, research facility, craft marijuana cultivator cooperative, registered marijuana dispensary or other entity licensed by the Commission for cannabis cultivation. Such use is not agriculturally exempt from zoning. The cultivation and processing of medical marijuana in accordance with these regulations is considered to be a manufacturing use and is not agriculturally exempt from zoning. Note this term is not defined in 935 CMR 500.

CANNABIS OR MARIJUANA OR MARIHUANA: All parts of any plant of the genus *Cannabis*, not excepted in 935 CMR 500.002: *Cannabis* or *Marijuana* or *Marihuana*(a) through (c) and whether growing or not; the seeds thereof; and resin extracted from any part of the plant; clones of the plant; and every compound, manufacture, salt, derivative, mixture or preparation of the plant, its seeds or resin including tetrahydrocannabinol as defined in M.G.L. c. 94G, § 1; provided that cannabis shall not include:

- (a) The mature stalks of the plant, fiber produced from the stalks, oil, or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture or preparation of the mature stalks, fiber, oil, or cake made from the seeds of the plant or the sterilized seed of the plant that is incapable of germination;
- (b) hemp; or the weight of any other ingredient combined with cannabis or marijuana to prepare topical or oral administrations, food, drink or other products.

CANNABIS OR MARIJUANA PRODUCTS: Cannabis or marijuana and its products unless otherwise indicated. These include products have been manufactured and contain cannabis or marijuana or an extract from cannabis or marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

CEASES TO OPERATE: Marijuana Establishment closes and does not transact business for a period greater than 60 days with no substantial action taken to reopen. The Commission may determine that an establishment has ceased to operate based on its actual or apparent termination of operations.

COMMISSION: The Massachusetts Cannabis Control Commission established by M.G.L. c. 10, § 76, or its designee. The Commission has authority to implement the state marijuana laws, which include, but are not limited to, St. 2016, c. 334 as amended by St. 2017, c. 55, M.G.L. c. 94G, and 935 CMR 500.000.

COMMUNITY HOST AGREEMENT: An agreement, pursuant to General Laws, Chapter 94G, Section 3(d), between a Cannabis Establishment and a municipality setting forth additional conditions for the operation of a Cannabis Establishment, including stipulations of responsibility between the parties and a up to 3% host agreement revenue sharing. Note this term is not defined in 935 CMR 500.

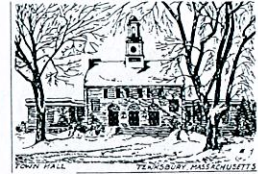
CRAFT MARIJUANA COOPERATIVE: A Marijuana Cultivator comprised of residents of the Commonwealth and organized as a limited liability company, limited liability partnership, or cooperative corporation under the laws of the Commonwealth. A cooperative is licensed to cultivate, obtain, manufacture, process, package and brand cannabis or marijuana products to transport marijuana to Marijuana Establishments, but not to consumers.



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HEMP: The plant of the genus Cannabis or any part of the plant, whether growing or not, with a delta-9-tetrahydrocannabinol concentration that does not exceed 0.3% on a dry weight basis of any part of the plant of the genus Cannabis, or per volume or weight of cannabis or marijuana product, or the combined percent of delta-9-tetrahydrocannabinol and tetrahydrocannabinolic acid in any part of the plant of the genus Cannabis regardless of moisture content.

HOST COMMUNITY: A municipality in which a Marijuana Establishment is located or in which an applicant has proposed locating an establishment.

MARIJUANA INDEPENDENT TESTING LABORATORY: A laboratory that is licensed by the Commission and is:

- (a) accredited to the International Organization for Standardization 17025 (ISO/IEC 17025: 2017) by a third-party accrediting body that is a signatory to the International Laboratory Accreditation Accrediting Cooperation mutual recognition arrangement or that is otherwise approved by the Commission;
- (b) independent financially from any Medical Marijuana Treatment Center (RMD),
- (c) Marijuana Establishment or licensee for which it conducts a test; and qualified to test cannabis or marijuana in compliance with 935 CMR 500.160 and M.G.L. c. 94C, § 34.

LICENSEE: A person or entity licensed by the Commission to operate a Marijuana Establishment under 935 CMR 500.000.

MANUFACTURE: To compound, blend, extract, infuse or otherwise make or prepare a cannabis or marijuana product.

MARIJUANA CULTIVATOR: An entity licensed to cultivate, process and package marijuana, and to transfer marijuana to other Marijuana Establishments, but not to consumers. A Craft Marijuana Cooperative is a type of Marijuana Cultivator.

MARIJUANA ESTABLISHMENT: A Marijuana Cultivator, Craft Marijuana Cooperative, Marijuana Product Manufacturer, Marijuana Retailer, Marijuana Independent Testing Laboratory, Marijuana Research Facility, Marijuana Transporter, or any other type of licensed marijuana-related business, except a medical marijuana treatment center. Marijuana establishments permitted in accordance with these regulations are considered to be a commercial and/or manufacturing use and are not considered being subject to any agricultural exemptions under zoning.

MARIJUANA MICROBUSINESS: A collocated Marijuana Establishment that can be either a Tier 1 Marijuana Cultivator or Product Manufacturer or both, in compliance with the operating procedures for each license. A Microbusiness that is a Marijuana Product Manufacturer may purchase no more than 2,000 pounds of marijuana per year from other Marijuana Establishments.

MARIJUANA PROCESS OR PROCESSING: To harvest, dry, cure, trim and separate parts of the cannabis or marijuana plant by manual or mechanical means, except it shall not include manufacture as defined in 935 CMR 500.002.

MARIJUANA PRODUCT MANUFACTURER: An entity licensed to obtain, manufacture, process and package cannabis or marijuana products and to transfer these products to other Marijuana Establishments, but not to consumers.

MARIJUANA RESEARCH FACILITY: An entity licensed to engage in research projects by the Commission.



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MARIJUANA RETAILER: An entity licensed to purchase and transport cannabis or marijuana product from Marijuana Establishments and to sell or otherwise transfer this product to Marijuana Establishments and to consumers. Retailers are prohibited from delivering cannabis or marijuana products to consumers; and from offering cannabis or marijuana products for the purposes of on-site social consumption on the premises of a Marijuana Establishment.

MARIJUANA TRANSPORTER: An entity, not otherwise licensed by the Commission, that is licensed to purchase, obtain, and possess cannabis or marijuana product solely for the purpose of transporting, temporary storage, sale and distribution to Marijuana Establishments, but not to consumers. Marijuana Transporters may be an Existing Licensee Transporter or Third Party Transporter.

MEDICAL MARIJUANA TREATMENT CENTER, also known as a Registered Marijuana Dispensary (RMD): A not-for-profit entity registered under 105 CMR 725.100: Registration of Registered Marijuana Dispensaries, that acquires, cultivates, possesses, processes (including development of related products such as edible cannabis or marijuana products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing cannabis or marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers for medical use. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of cannabis or marijuana for medical use.

PROPAGATION: The reproduction of cannabis or marijuana plants by seeds, cuttings, or grafting.

PROVISIONAL MARIJUANA ESTABLISHMENT LICENSE: A certificate issued by the Commission confirming that a Marijuana Establishment has completed the application process.

RMD APPLICANT: A previously Registered Marijuana Dispensary with a final or provisional certificate of registration in good standing with the DPH.

MASSAGE SERVICE ESTABLISHMENT: Any building, room, place, or establishment other than a regularly licensed hospital or dispensary where nonmedical and nonsurgical manipulative exercises are practiced on the human body for other than cosmetic or beautifying purposes with or without the use of mechanical or bathing devices by anyone not a physician or surgeon or similarly registered status.

MASSAGE THERAPY (LICENSED): The practice and license of Massage as defined in 269 CMR 2.00. No person shall engage or hold himself/herself out as being engaged in the practice of Massage Therapy without a license issued by the Commonwealth.

MEDICAL CENTER OR CLINIC: A building designed and used for the diagnosis and treatment of human patients that does not include overnight care facilities.

MEMBERSHIP ORGANIZATION, CLUB OR LODGE: Buildings, structures, and premises used by a nonprofit social or civic organization, or by an organization catering exclusively to members and their guests for social, civic, recreational, or athletic purposes which are not conducted primarily for gain and provided there are no vending stands, merchandising, or commercial activities except as may be required generally for the membership and purposes of such organization.

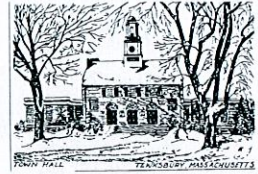
MIXED USE OR MIXED-USE DEVELOPMENT: A building containing more than one use or a development with two or more buildings containing more than one use. For a mixed-use building in a nonresidential district, the ground floor of the front façade shall be used for allowed nonresidential uses only.



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MOBILE HOME and or MANUFACTURED HOME (HUD): Any vehicle without motor power designed, constructed, reconstructed or added to by means of accessories in a manner to permit the use and occupancy as a one family dwelling unit; whether resting on wheels, foundation structures, or other support; but constructed so as to permit its occasional movement over a street or highway.

MOTEL: See LODGING.

MOTOR VEHICLE USES. The following terms and definitions apply to motor vehicle services and facilities.

GARAGE FOR AUTOMOTIVE STORAGE: A structure which is accessory to a commercial or industrial establishment and is primarily for the parking and storage of vehicles operated by the customers, visitors, and employees of such an establishment.

GAS STATION or AUTOMOTIVE REFUELING STATION: Any building, structure, or area of land used for the retail sale of automobile fuels, oils, and accessories, where repair service, if any, is incidental; excluding storage of abandoned motor vehicles on the premises. May include the sale of propane or kerosene as accessory uses.

GREEN MOTOR VEHICLE: A vehicle that can be powered by alternative fuels and advanced vehicle technologies and include but are not limited to hybrid electric vehicles, plug-in hybrid electric vehicles, battery electric vehicles, compressed-air vehicles, hydrogen and fuel-cell vehicles, flexible-fuel vehicles, natural gas vehicles, clean diesel vehicles, and blends of biodiesel and ethanol fuel or gasohol.

MOTOR VEHICLE GENERAL AND BODY REPAIR SERVICES: An establishment, garage or work areas enclosed within a building for the servicing and repair of motor vehicles, but not including (1) installing new parts or accessories that are not replacements for existing parts or accessories (e.g., customizing), or (2) towing or storing a motor vehicle, or (3) storage of vehicles for the cannibalization of vehicle parts, or (4) fuel sales, or (5) indoor or outdoor sale and rental of motor vehicles, box truck, cargo van, motorcycle, trailer, all-terrain vehicle, snowmobile, boat or personal water craft.

MOTOR VEHICLE ROUTINE MAINTENANCE: Premises for the supplying of fuel, oil, lubrication, washing, or minor repair services, but not to include body work, painting, or major repairs.

MUNICIPAL FACILITY: Any use of land or structures owned by the Town.

NURSING HOME: Any place or institution for aged, infirm, chronic or convalescent, whether conducted for charity or for profit, which is established to render domiciliary care, custody, treatment, or lodging of three or more unrelated persons who require or receive assistance in ordinary daily activities of life, or who are confined to bed or chair. As used in this Bylaw, "nursing home" shall not include hospitals, clinics, and similar institutions devoted primarily to the diagnosis and treatment of disease or injury, maternity cases, or mental illness.

ONE HUNDRED YEAR FLOOD: The flood that has a one percent chance of being equaled or exceeded in any given year, as shown on the base flood elevation designated on the Flood Insurance Rate Maps.

PARKING AREA: A public parking area or a private parking area that is open to the parking of motor vehicles by customers and employees of an establishment.

PERSON: Shall include an individual corporation, society, association, partnership, trust, or other entity, public or private.



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PERSON WITH A DISABILITY: one who has a physical or mental impairment that limits or substantially limits one or more major life activities, anyone who is regarded as having such impairment or anyone who has a record of such impairment.

PERSONAL SERVICE ESTABLISHMENT: A facility providing personal services such as hair salon, barber shop, tanning beds, dry cleaning, print shop, photography studio, and the like.

PET SERVICES - INDOOR: Animal grooming; pet stores; indoor animal training centers; animal day-care; or similar services, operated on a day-time basis only. No overnight boarding of animals shall be allowed, except for animals for sale by a commercial retail pet store.

PREMISES: A lot together with all structures, buildings, and uses.

PRINCIPALLY GARAGED: The principal location where a registered vehicle is garaged as set forth in the Massachusetts Registry of Motor Vehicles RMV-I form, or any other form promulgated by the Commonwealth, for the purpose of registering a motor vehicle.

PROFESSIONAL OFFICE: The office of one engaged in such generally recognized professions as physician, dentist, veterinarian, attorney-at-law, engineer, architect, landscape architect, interior designer, and accountant.

PUBLIC WAY: Shall include a private way that is open to public use.

RELIGIOUS USE: Exempt activity as set forth in G.L. c. 40A, § 3.

REMOVAL OF LOAM, SAND OR GRAVEL: Extraction of sand, gravel, loam, top soil, or other earth for sale or for use at a site removed from the place of extraction exclusive of the grading of a lot preparatory to the construction of a building for which a building permit has been issued, or the grading of streets in accordance with an approved definitive plan, and exclusive of granite operations.

RESTAURANT: A building, or portion thereof, containing tables or booths for at least two thirds of its legal capacity, which is designed, intended and used for the indoor sales and consumption of food prepared on the premises, except that food may be consumed outdoors in landscaped terraces, designed for dining purposes, which are adjuncts to the main indoor restaurant facility.

RETAIL: The selling of goods and commodities directly to the ultimate consumer.

SERVICE AREA: A room or rooms in a building used to house electrical or mechanical equipment necessary to provide central utility service to the building, such as a boiler room.

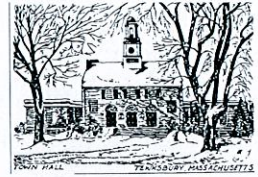
SIGN: The following terms and definitions pertain to Signs. (See Section 6.2 SIGNS and Section 6.3 OFF PREMISES SIGNS)

BILLBOARD: An advertising sign or other commercial sign that directs attention to a business, commodity, service or attraction sold, offered or existing elsewhere than upon the same lot where the sign is displayed. This is also known as an off-premises commercial sign.



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SIGN: Any device designed to inform or attract the attention of persons not on the premises on which the device is located. Any building surfaces other than windows which are internally illuminated or decorated with gaseous tube or other lights are considered "signs." The following, however, shall not be considered signs in this Bylaw:

- (a) Flags and insignia of any government except when displayed in connection with commercial promotion.
- (b) Legal notices, or informational devices erected or required by public agencies.
- (c) Temporary displays inside windows, covering not more than 30% of window area, illuminated by building illumination only.
- (d) Standard gasoline pumps bearing in usual size and form the name, type, and price of gasoline.
- (e) Integral decorative or architectural features of a building, except letters, trademarks, moving parts, or parts internally illuminated or decorated with gaseous tube or other lights.
- (f) Devices identifying a building as distinct from one or more of its occupants, such device being carved into or attached in such a way as to be an integral part of the building, not illuminated separate from building illumination, without color contrasting with sign background, and not exceeding four square feet in area.
- (g) Address identification through numerals or letters not exceeding three inches in height.

SIGN, ACCESSORY: Any billboard, sign or other advertising device that advertises, calls attention to, or indicates the person occupying the premises on which the sign is erected or the business transacted therein, or advertises the property itself or any part thereof as for sale or to let, and which contains no other advertising matter.

SIGN, A-FRAME OR SANDWICH BOARD SIGN: A sign consisting of two faces in an "A" shape, connected at the top that sits on, but is not secured to, the ground.

SIGN, AREA OF: The area of a sign shall be considered to include all lettering, wording and accompanying designs and symbols, together with the background on which they are displayed, any frame around the sign and any "cutouts" or extensions but shall not include any supporting structure or bracing. The area of a sign consisting of individual letters or symbols attached to or painted on a surface, building, wall or window, shall be considered to be that of the smallest rectangle or triangle which encompasses all of the letters and symbols.

SIGN, BLADE SIGN: A projecting sign that is wholly or partly dependent on the building for support and that is fixed perpendicular to the wall on which it is mounted.

SIGN, BANNER: A sign on a textile, synthetic, plastic or similar material that is affixed and secured to a building or to a permanent pole, such as support pole for a building canopy or a parking lot light pole.

SIGN, ELECTRONIC MESSAGE BOARD: A sign capable of displaying words, images, symbols and figures utilizing a series or grid of lights that may be changed through electrostatic means using light emitting diodes (LEDs) or other similar technology.

ELECTRONIC MESSAGE CENTER: An off-premises electronically activated changeable message sign whose variable message or graphic presentation capability can be electronically programmed. EMCs typically use Light Emitting Diodes (LEDs) as a lighting source.



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SIGNS, FEATHER BANNER OR WIND FLAG: A temporary sign of flexible, lightweight fabric, or similar material that is supported along one edge and mounted to a ground base or staked into the ground and intended to blow in the wind to attract attention.

SIGN, FREE-STANDING MONUMENT SIGN: A free-standing sign that is mounted on the ground, or on a wall or other base situated directly on the ground.

SIGN, FREE-STANDING POLE SIGN: A sign that is not attached to any building but is mounted on a pole or poles or other similar support where the bottom edge of the sign is elevated off of the ground.

SIGN, NONACCESSORY: Any billboard, sign or other advertising device that does not come within the foregoing definition of an accessory sign.

SIGN, OFF-PREMISES: A permanent sign erected, maintained, or used in the outdoor environment for the purpose for the display of commercial or noncommercial messages not appurtenant to the use of, or products sold on, the property where the sign is located.

SIGN, ON-PREMISES: A sign erected, maintained, or used in the outdoor environment for the purpose of the display of commercial and noncommercial messages appurtenant to the use of, or products sold on, the premises on which it is located.

OUTDOOR ADVERTISING: Any outdoor sign, display, light, device, figure, painting, drawing, message, plaque, poster, billboard, or other thing that is designed, intended, or used to advertise or inform; any part of the advertising or information contents of which are visible from any public way, public park, or public reservation.

SPECIAL PERMIT GRANTING AUTHORITY (SPGA): The board with authority to grant special permits, which shall be the Planning Board unless some other board is so designated in this Bylaw.

STEEL FABRICATION: The fabrication of steel components typically used in the construction of buildings, bridges or other structures. This includes stairs, railings, miscellaneous metal and other structural components.

STEEL STORAGE UNIT: Something that is generally portable or movable.

STORY: That portion of a building included between the upper surface of a floor and the upper surface of the floor or roof next above (see "Basement," "Building height," "Grade plane" and "Mezzanine"). A story is measured as the vertical distance from top to top of two successive tiers of beams or finished floor surfaces and, for the topmost story, from the top of the floor finish to the top of the ceiling joists or, where there is not a ceiling, to the top of the roof rafters.

STORY ABOVE GRADE PLANE. Any story having its finished floor surface entirely above grade plane, or in which the finished surface of the floor next above is: 1. More than six feet (1,829 mm) above grade plane; or 2. More than 12 feet (3,658 mm) above the finished ground level at any point.

STORY, HALF: A partial story under a gable, gambrel or hip roof, the wall plates of which on any two sides do not rise more than four feet above the floor of such partial story.

STREET: An accepted Town way, or a way established by or maintained under county, state, or federal authority, or a way established by a subdivision plan approved in accordance with the subdivision control law, or a way determined by the Planning Board to have sufficient width, suitable grades, and adequate construction to provide for the needs of



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vehicular traffic in relation to the proposed use of the land, and for the installation of municipal services to serve such land and the buildings erected or to be erected thereon.

STRUCTURE: Anything erected at a fixed location on the ground to give support, provide shelter or satisfy other purposes (includes the term "building").

TRAILER: A vehicle without motor power designed to be drawn by a motor vehicle, used for hauling or living purposes and standing on wheels or rigid supports. (Does not include "mobile home", which is defined above).

TRANSPORTATION OR FREIGHT TERMINAL: Terminal facilities open or enclosed, for handling the movement of goods or persons from one place to another by a carrier.

TRUCK STOP: Any building, premises, or land in which or upon which a business, service, or industry involving the maintenance, servicing, storage, or repair of commercial vehicles is conducted or rendered, including the dispensing of

motor fuel or other petroleum products directly into motor vehicles and the sales of accessories or equipment for trucks or similar commercial vehicles. A truck stop shall also be defined to include those overnight accommodations and restaurant facilities primarily for the use of truck crews.

TRUCKING COMPANY: A commercial or industrial enterprise using heavy commercial vehicles to deliver goods, freight, or construction materials such as sand, gravel, loam, and the like.

VARIANCE: An authorization by the Zoning Board of Appeals to locate a structure pursuant to G.L. c. 40A, § 10.

VETERINARY AND ANIMAL CLINIC OR HOSPITAL: An establishment maintained and operated by a licensed veterinarian for the diagnosis and treatment of diseases and injuries of animals and the boarding of animals receiving veterinary services.

WAREHOUSE: A building used primarily for the storage of goods and materials, for distribution, but not for sale on the premises.

WETLAND: Any perennially wet area, including all lands which are subject to the provisions of G.L. c. 131, § 40.

WIRELESS COMMUNICATIONS, the following terms and definitions pertain to wireless communications:

ANTENNA: The device that transmits and/or receives radio frequency emissions in free space. Antenna can be modified by the addition of a clarifying term, such as GPS Antenna, or Personal Wireless Service Antenna, that delineates the specific type or purpose of the Antenna.

ANTENNA SUPPORT STRUCTURE: Any structure whose purpose is primarily to support an Antenna, which includes such structures as Towers, masts, posts, poles, and the like.

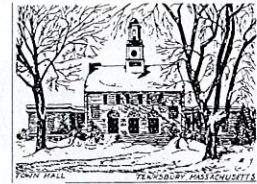
BASE STATION: The equipment for one or more personal wireless services installed at a site to transmit and receive wireless communications. Typically, a Base Station is connected to a set of wireless antennas at the site of the Base Station, except in the case of the Base Station for a Distributed Antenna System, which is housed remotely from the antennas.



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BASE STATION FACILITY: The place within which one or more wireless services install Base Stations that support the operation of a Distributed Antenna System without relying on wireless antennas at the site of the Base Station Facility.

DISTRIBUTED ANTENNA SYSTEM ("DAS"): A geographically diversified Wireless Communications Facility with which the Base Station equipment is located remotely from the facility's antennas. Typically, the Base Station is contained in a Base Station Facility at one location, and the antennas are placed on utility poles at other locations; the antennas are driven by Radio Access Nodes ("RAN"), which are electronics cabinets mounted on the utility poles, and are interconnected to the Base Station Facility by cables, usually fiber optic.

PERSONAL WIRELESS SERVICES: Means the same as in 47 U.S.C. 332(c)(7)(C)(i), "commercial mobile services, unlicensed wireless services, and common carrier wireless exchange access services."

STEALTH TREATMENT: Any construction that is compatible with its surroundings that conceals or camouflages Antennas, wireless communications buildings, devices, facilities and/or Towers, such as, but not limited to: monopoles, trees, light poles, flag poles.

TOWER: An Antenna Support Structure that measures 12 feet or more in height and is used by a Personal Wireless Service Provider to provide Personal Wireless Services.

WIRELESS COMMUNICATIONS BUILDING: A building or structure built or occupied for the primary purpose of providing Personal Wireless Services.

WIRELESS COMMUNICATIONS DEVICE: Any antenna, dish, appurtenance, wiring or equipment used by a Personal Wireless Service provider to provide Personal Wireless Services. This term does not include Towers or other structures intended to house or support Wireless Communications Devices. It also does not include Personal Wireless Service components placed within a building to serve the occupants of the building, as well as personal, portable, and mobile Personal Wireless Service devices.

WIRELESS COMMUNICATIONS FACILITY: The installation consisting of any of the following at a site that is intended to provide Personal Wireless Services: any and all materials, equipment, buildings, Towers, Wireless Communications Devices and structures.

YARD: An unoccupied space open to the sky on the same lot with a building or structure.

ZONING BOARD OF APPEALS: The Zoning Board of Appeals (ZBA) in the Town pursuant to G.L. c. 40A, § 12, as amended.

3. ADMINISTRATION AND ENFORCEMENT

3.1 BUILDING COMMISSIONER

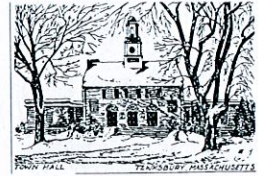
- A. The Building Commissioner shall interpret and enforce this Bylaw.
- B. The Building Commissioner may require any plans and specifications as necessary to determine compliance with all pertinent laws of the Commonwealth and may request advisory reviews by other municipal boards and officials.



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- C. Buildings, structures, or signs may not be erected, substantially altered, moved, or changed in use and land may not be substantially altered or changed with regard to size or shape or principal use unless in compliance with this Bylaw, and all necessary permits have been received under federal, state, or local law.
- D. No premises, and no building erected, altered, or in any way changed as to construction or use under a permit or otherwise, shall be occupied or used without a certificate of occupancy or certificate of zoning compliance issued by the Building Commissioner. No certificate of occupancy or certificate of zoning compliance shall be issued until the premises, structure, and its uses and accessory uses comply in all respects with this Bylaw. If applicable, a site plan certificate of completion shall be issued.

3.2 ENFORCEMENT; PENALTY

- A. The Building Commissioner or his or her designee shall institute and take any and all action as may be necessary to enforce full compliance with any and all of the provisions of this Bylaw and of permits, special permits, variances, and site plan approval issued thereunder, including notification of noncompliance and request for legal action through the Town Manager to Town Counsel.
- B. The penalty for violation of any provision of this Bylaw, or of any conditions under which a permit, special permit, or site plan approval decision has been issued, shall be \$300 for each offense. Each day that each violation continues shall constitute a separate offense.
- C. The provisions of this Bylaw may also be enforced by non-criminal disposition, as provided in G.L. c. 40, § 21D. The penalty for each violation shall be \$300. Each day that each violation continues shall constitute a separate offense.

3.3 APPEAL

An appeal to the Zoning Board of Appeals may be taken by any person aggrieved by reason of inability to obtain a permit or enforcement action from the Building Commissioner, as provided in G.L. c. 40A, § 8, as amended.

3.4 ZONING BOARD OF APPEALS

3.4.1. Establishment.

There shall be a Zoning Board of Appeals (ZBA) consisting of three members and two associate members appointed by the Select Board. The appointment, service, and removal or replacement of members and associate members and other actions of the ZBA shall be as provided for in G.L. c. 40A.

3.4.2. Powers

The ZBA shall have the following powers:

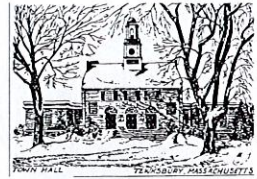
- A. To hear and decide appeals in accordance with G.L. c. 40A, § 8, as amended.



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- B. To hear and decide, in accordance with the provisions of G.L. c. 40A, § 9, applications for special permits when designated as the special permit granting authority.
- C. To hear and decide, in accordance with the provisions of G.L. c. 40A, § 6, requests to change, alter, or extend lawfully pre-existing non-conforming uses and structures to the extent allowed by Section 8.1.
- D. To hear and decide petitions for variances in accordance with G.L. c. 40A, § 10.
- E. To hear and decide applications for comprehensive permits for construction of low- or moderate-income housing, as set forth in G.L. c. 40B, §§ 20-23.

3.4.3. Regulations

The ZBA shall adopt regulations for the administration of its powers and shall file a copy of its regulations with the Town Clerk. The Board's regulations shall include rules and procedures for hiring outside consultants in accordance with G.L. c. 44, § 53G.

3.4.4. Fees

The ZBA may adopt reasonable application fees and fees for employing outside consultants to assist the Board with its review of special permits, variances, administrative appeals, and applications for comprehensive permits in accordance with its regulations.

3.5 SPECIAL PERMITS

3.5.1. Special Permit Granting Authority

In this Bylaw, the Planning Board, Zoning Board of Appeals, and Select Board shall have the power to grant special permits. Unless specifically stated otherwise, the special permit granting authority shall be the Planning Board.

3.5.2. Procedures

- A. Application for a special permit and accompanying plans and documentation shall be filed in accordance with the regulations of the special permit granting authority and G.L. c. 40A.
- B. The special permit granting authority shall hold a public hearing within 65 days of receipt of a special permit application and shall issue a decision no later than 90 days from the date of close of the public hearing. Notification requirements for a public hearing shall be in accordance with G.L. c. 40A, § 11.

3.5.3. Criteria

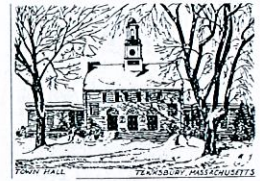
Special permits shall be granted by the special permit granting authority only upon its written determination that the benefit to the Town and the neighborhood outweigh the adverse effects of the proposed use, taking into account the characteristics of the site and of the proposal in relation to that site. In addition to any specific factors that may be set forth in this Bylaw, the determination shall include consideration of each of the following:



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- A. Social, economic or community needs which are served by the proposal;
- B. Traffic flow and safety, including parking and loading;
- C. Adequacy of utilities and other public services;
- D. Neighborhood character and social structures;
- E. Consistency with the purposes of the district as described in Section 5 of this Bylaw;
- F. Impacts on the natural environment; and,
- G. Potential fiscal impact, including impact on Town services, tax base, and employment.

3.5.4. Special Permit Conditions

Special permits may be granted with reasonable conditions, safeguards, or limitations on time or use, including performance guarantees, as the special permit granting authority may deem necessary to serve the purposes of this Bylaw.

3.5.5. Recording; Lapse

- A. Special permits shall not take effect until recorded with the Middlesex North Registry of Deeds or Registry District of the Land Court, as applicable, as provided in G.L. c. 40A, § 11. Proof of recording shall be presented to the Building Commissioner.
- B. Special permits shall lapse within three years, which shall not include time required to pursue or await the determination of an appeal under G.L. c. 40A, § 17, from the grant thereof, if a substantial use thereof has not sooner commenced except for good cause, or, in the case of a special permit for construction, if construction has not begun by such date except for good cause.

3.6 SITE PLAN REVIEW

3.6.1. Purposes

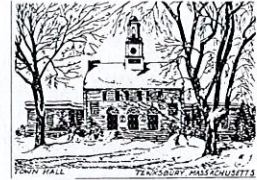
- A. Site Plan Review (SPR) by the Planning Board is intended to protect the public interest by evaluating site plans for uses and structures that are permitted in the applicable zoning district, which may have some impacts within the site and on adjacent properties and streets; on pedestrian, cyclist and vehicular traffic; public services and infrastructure; abutting properties; and similar aspects of the site and adjoining properties and to ensure:
 - 1. compliance with all applicable requirements of this Bylaw;
 - 2. that development proposals are examined in a comprehensive manner while also providing an efficient review process;
 - 3. that the design and construction of development will have limited or no impacts on the surrounding areas;
 - 4. that development is in harmony with the neighboring area;



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5. the prevention or minimization of conflicts among uses;
6. the use of best practices in site planning, architectural integrity, and urban design;
7. consistency in application of development review regulations and guidelines; and,
8. appropriate enforcement of the provisions of this Bylaw.

B. Conditions. The Planning Board may impose reasonable conditions and mitigation measures in order that the proposed use or development meets the purposes of this section.

3.6.2. Applicability

SPR shall be used to evaluate uses identified as permitted uses in the Table of Use Regulations under Section 5, Use Regulations. No building permit for construction, exterior alteration, relocation, or change in use except where noted, shall be granted for any development or use requiring Site Plan Review until the requirements of this Section 3.6 have been fulfilled and approval has been granted.

A. SPR Required. A Site Plan Review approval shall be required for:

1. New construction of any nonresidential or multifamily structure; or
2. Alteration of any existing nonresidential or multifamily structure involving more than 1000 square feet of gross floor area, including any related accessory structures, but excluding single- and two-family houses and any accessory structures related thereto; or
3. The construction or expansion of a parking lot of 10 or more spaces or the alteration of any entrance or exit, or any internal drive aisle.

B. Minor SPR. A minor site plan review shall be required if the proposed construction or site alteration includes any of the following:

1. Exterior alteration of 1,000 square feet or less of horizontal or vertical area that is limited to doors, awnings, railings, steps, handicapped ramps, small additions, landscaping changes, or other similar minor changes; or
2. Redevelopment or alteration of 1,000 square feet or less that would result in increased trips, noise, site lighting, or other actions that may increase impacts on abutting properties.

3.6.3. SPR with a Special Permit

Where proposed construction, use change, or site alteration requires both a SPR and a special permit issued by the Planning Board, the applicant shall submit both applications simultaneously and the Planning Board shall conduct its review of the applications contemporaneously.

3.6.4. Procedure and Decision

A. Application. An application for SPR shall be submitted in accordance with the following and all applicable requirements in the Planning Board's Regulations.

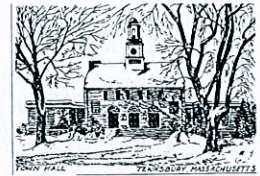
1. The application shall be submitted to the Town Clerk and the Community Development Department.



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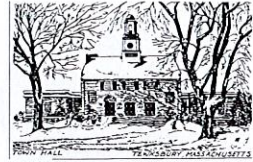
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2. Within 10 days of receipt of the application for SPR, the Community Development Department shall transmit copies of the application and accompanying plans to the appropriate Town boards, commissions, and departments. These boards, commissions, and departments shall have 25 days to review and report in writing their recommendations to the Planning Board. The Planning Board shall not take final action on a SPR until it has received these reports or the 25-day period has elapsed.
3. The Planning Board shall schedule a public hearing for all SPR applications to be held within 45 days of the date of submittal. The public hearing shall be advertised in the local newspaper once in each of two successive weeks, posted in Town Hall, and notice of the hearing shall be sent to property owners within 300 feet of the subject property.
4. Within 25 days of the close of the hearing, the Planning Board shall act on the Site Plan Review application and file its written decision with the Town Clerk no later than 10 days thereafter. The applicant may request and the Planning Board may agree to an extension of the time limits in this section, provided that the agreement is in writing and filed with the Town Clerk.
5. A majority vote of a quorum of the Planning Board shall be required for a decision on a site plan application. The Planning Board's written decision shall consist of either:
 - a. Approval of the site plan based on a determination that the proposed project meets all requirements of this Section 3.6.
 - b. Denial of the site plan based on a determination that either: i) insufficient information was submitted with the application in order for the Planning Board to adequately review the proposal, or, ii) a determination that the project does not meet the requirements of this Section 3.6 and no reasonable conditions can accomplish the goal of having the application meet those requirements.
 - c. Approval of the site plan subject to conditions, modifications, and reasonable restrictions necessary to ensure compliance with the requirements of this Section 3.6 and to minimize or eliminate impacts on adjacent properties and streets.
6. The Planning Board shall endorse appropriate copies of the approved site plan. One endorsed copy, along with the decision of the Planning Board, shall be transmitted to the Building Commissioner prior to the issuance of a building or occupancy permit.
7. The Site Plan Review decision shall be recorded with the Registry of Deeds or Land Court Registry prior to issuance of a building permit.
8. The applicant shall comply with all conditions imposed by the Planning Board on the approval prior to issuance of the occupancy permit, unless otherwise provided for in the approval.
9. If the public hearing is not convened or a decision is not rendered within the time allowed under this Section 3.6, unless the time has been extended by mutual agreement between the Planning Board and the applicant, the application shall be deemed to have been allowed and the site plan approval decision shall be issued. The procedures that apply to constructive approval under G.L. c. 40A, § 9, shall apply to this Section 3.6.



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- B. Waivers. If requested by the applicant, the Planning Board may waive one or more of the submission requirements or the review criteria for SPR. Any waiver shall be based on just cause and a finding by the Planning Board that the waiver or waivers will not be detrimental to the purpose of this section.
- C. Review Criteria. All applications for SPR shall meet the following criteria unless specifically waived by the Planning Board, and those waivers shall be in writing.
1. Adequacy of the capacity of adjacent streets to accommodate the traffic to be generated by the proposed use.
 2. Adequacy of the public infrastructure to serve the project and the area in the immediate vicinity of the site.
 3. Harmonious relationship of the proposed structures and open space to the existing buildings, natural landscapes, and other community assets in the adjacent area, considering the proposed structure's architectural integrity, relationship to its context and to the street, and relationship to desirable structures elsewhere in Town.
 4. In the Town Center District, conformance with Section 6.4 of this Bylaw, and the degree to which the proposed site layout, building design, landscaping, amenities, and other components of the project address the Town Center Design Guidelines, which shall be maintained on file with the Town Clerk and Department of Community Development.
 5. The proposed use shall have adequate ingress and egress to the property, adequate travel lanes within the property, and shall maximize automotive, pedestrian and bicyclist safety and convenience, off-street parking and loading, traffic flow and control, and access for fire and safety equipment. The design of the site shall minimize hazardous turning movements.
 6. Convenience and safety for people with disabilities, including provision of appropriate parking spaces, handicapped ramps, and other facilities as required by federal and state law.
 7. Protection of adjacent and nearby properties from detrimental site impacts from drainage, flooding, undue and loud sounds, odors, dust, light pollution, and diminished air quality. No point discharges to abutting properties will be created or expanded.
 8. Protection of adjacent properties by minimizing the intrusion of lighting, including parking lot and building exterior lighting, through the use of cut-off luminaries, light shields, lowered height of light poles, screening or similar solutions. Except for architectural and interior-lit signs, all exterior site lighting shall be downcast and shall be directed or shielded to eliminate light trespass onto any street or abutting property and to eliminate direct or reflected glare perceptible to persons on any street or abutting property. All site lighting, including architectural, sign, and parking lot lighting, shall be kept extinguished outside of those business hours established under an approved plan, except for lighting determined to be necessary for site security and the safety of employees and visitors.
 9. Adequacy of parking, loading spaces and bike racks.



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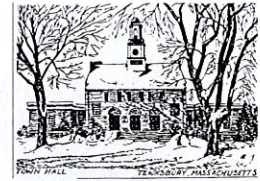
10. Adequacy of the methods for disposal of waste and recycling, including adequate screening of these facilities.
 11. Provision of appropriate landscaping and other site amenities to enhance the visual quality of the property, to provide a landscaped green space parallel to the property frontage, and to provide screening as necessary of adjacent properties.
 12. Adequacy of the soil erosion plan and any plan for protection of steep slopes, both during and after construction.
 13. If there is more than one building proposed, buildings shall relate harmoniously to each other in architectural style, site location, and building exits and entrances.
 14. Minimizing impacts to tenants and adjacent properties through appropriate restrictions on the hours of operation, deliveries, noise levels, removal of trash and recyclables, or by other appropriate means as determined by the Planning Board.
 15. Demonstrated compliance with all applicable sections of this Bylaw.
- D. SPR Lapse. A SPR approval shall lapse within three years from its issuance if substantial use or construction has not commenced within the three year period, except for good cause. The Planning Board may grant a one-time extension of the approval for a one-year period upon a finding of good cause, at the written request of the applicant. Such request shall be submitted to the Planning Board prior to the expiration of the SPR approval.
- E. Consultant Fees. The Planning Board may require an applicant to pay a consultant fee upon a finding that additional information is necessary prior to making a decision and that information requires the expertise of an outside consultant. Any applicant aggrieved by the Board's selection of an outside consultant may appeal such decision to the Select Board. The appeal shall be limited to: a) a claim that the consultant has a conflict of interest, or b) the consultant either does not possess an educational degree in or related to the field at issue or does not have 3 or more years of practice in or related to the field. Any unused portion of the fee shall be returned to the applicant.
- F. Bond. For the purposes of securing performance of all proposed work, the Planning Board may require the submission of any of the following: a) a performance bond; b) deposit of money; c) bank passbook; or, d) letter of credit; in an amount determined by the Planning Board to be sufficient to cover the cost of all or a portion of the required improvements.
- G. Appeal. Any person aggrieved by a decision of the Planning Board on a SPR application may appeal the decision within 20 days of the date the decision was filed with the Town Clerk, in accordance with G.L. c. 40A, § 17.
- 3.6.5. Minor Site Plan Review**
- A. Administrative Review. The designee of the Town Manager shall review and act on a Minor SPR application. The Town Manager's designee may include reasonable conditions as part of any approval.
- B. Minor SPR Submittal Procedures. The Applicant shall submit to the Community Development Department, one electronic copy and six sets of plans showing the following:
1. A written narrative explaining the proposed changes;



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2. Photographs of the existing site or area to be altered; and,
 3. A rendering, site plan, plot plan or sketch
- C. Review & Referral to Planning Board. The Town Manager's designee shall submit copies of the application and plans to the appropriate Town departments for their review and comments. They shall have 25 days to respond with comments. The Town Manager's designee may choose to refer any minor site plan review application to the Planning Board, within 30 days of the submission of the application, for Planning Board review and decision. In the event that the Town Manager's designee refers a minor site plan review application to the Planning Board, the Planning Board shall hold a public hearing with notice and issue a written decision to approve, approve with conditions, or deny the site plan within thirty (30) days of receipt of the referral. Alternatively, the applicant may request a minor site plan review to proceed directly to the Planning Board in accordance with the requirements of Section 3.6.4.
- D. Decision. The decision of the Town Manager's designee to approve, approve with conditions, or refer the plan to the Planning Board shall be in writing, and shall be made within 30 days of receipt of a complete application for minor SPR. A copy of the decision shall be filed with the Town Clerk with a copy provided to the applicant.
- E. Building Permit. The Minor SPR application shall not be considered complete, and a building or occupancy permit shall not be issued, until a written approval is issued by the Town Manager's designee. Failure by the Town Manager's designee to take final action or refer the application to the Planning Board within 45 days of receipt shall be deemed to be constructive approval of the Minor SPR, in which case the Building Commissioner may issue a building permit for the proposed use.
- F. The Minor SPR decision need not be filed with the Registry of Deeds.
- G. Appeal. Any person aggrieved by a decision of the Town Manager's designee on a minor site plan review application may appeal such decision to the Planning Board within 20 days of the date the decision was filed with the Town Clerk.

3.6.6. Site Plan Modifications

- A. Requests for modifications to an approved site plan shall be processed in accordance with the same procedures as an original SPR application:
1. any relocation or shifting of structures or parking areas;
 2. any increase in the gross floor area of structures greater than 1,000 square feet;
 3. any increase in parking areas by 10 or more spaces;
 4. any changes that require additional water or sewage use or the relocation of utilities;
 5. any increase of impervious area by more than 250 square feet; or



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6. any substantial changes to the architecture of the structures, including changes in building materials, design, and colors.

3.7 REQUEST FOR REASONABLE ACCOMMODATION

3.7.1. Purpose

Under the Federal Fair Housing Act of 1968 (FFHA), as amended, it is a discriminatory practice to refuse to make "a reasonable accommodation in rules, policies, practices, or services when such accommodation may be necessary to afford [a handicapped] person equal opportunity to use and enjoy a dwelling." 42 U.S.C. § 3604(f)(3)(B). The same standard applies under the Americans with Disabilities Act of 1990, as amended (ADA), which also addresses nonresidential facilities providing services to persons with disabilities. 42 U.S.C. 12112(b)(5). The purpose of this Section 3.7 is to facilitate housing or services for people with disabilities and to comply fully with the spirit and the letter of the FFHA and the ADA.

3.7.2. Applicability

- A. A request for reasonable accommodation under the FFHA or ADA may be made by any person with a disability, their representative, or any entity, when the application of this Bylaw acts as a barrier to fair housing opportunities.
- B. A request for reasonable accommodation may include a modification or exceptions to the rules, standards, and practices for the siting, development and use of housing, including housing with supportive services that would eliminate regulatory barriers and provide a person with a disability equal opportunity to housing of their choice.
- C. A request for a reasonable accommodation does not affect a person's or provider's obligations to comply with other applicable laws and regulations not at issue in the requested accommodation.

3.7.3. Submission Requirements and Procedures

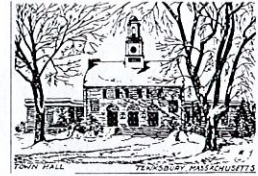
- A. All requests for reasonable accommodation under the FFHA or the ADA shall be submitted to the ZBA.
- B. Information. All requests for reasonable accommodation shall be in writing and provide, at a minimum, the following information:
 1. Name and address of person(s) or entity requesting accommodation;
 2. Name and address of property owner;
 3. Name and address of dwelling or facility at which accommodation is requested;
 4. Description of the requested accommodation and specific regulation or regulations for which accommodation is sought;
 5. Reason that the requested accommodation may be necessary for the person or persons with disabilities to use and enjoy the premises; and
 6. If the requested accommodation relates to the number of persons allowed to occupy a dwelling, the anticipated number of residents, including facility staff (if any).



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- C. If necessary to reach a decision on the request for reasonable accommodation, the ZBA may request further information from the applicant consistent with the FFHA or ADA, specifying in detail the information required.
- D. Procedures Within 45 days from the date of application, the ZBA shall consider the request at an open meeting. Notice may be provided in accordance with G.L. c. 40A, § 11. Any deadlines imposed may be extended upon the request of the applicant and the approval of the Board. The ZBA may seek information from other Town boards, commissions, and departments in assessing the impact of the requested accommodation on the rules, policies, and procedures of the Town. Upon written notice to the ZBA, an applicant for a reasonable accommodation may withdraw the request without prejudice. The ZBA shall consider the following criteria when deciding whether a request for accommodation is reasonable:
 - 1. Whether the requested accommodation would require a fundamental alteration of a legitimate Town policy; and
 - 2. Whether the requested accommodation would impose undue financial or administrative burdens on the Town government.

3.7.4. Decision

- A. After conducting an appropriate inquiry into the request for reasonable accommodation, the ZBA may by majority vote:
 - 1. Grant the request;
 - 2. Grant the request subject to specified conditions; or
 - 3. Deny the request.
- B. The ZBA shall issue a written final decision on the request in accordance with G.L. c. 40A, § 15. If the ZBA fails to render its decision on a request for reasonable accommodation within the time allotted by G.L. c. 40A, § 15, the request shall be deemed granted. The Board's decision shall be filed with the Town Clerk and sent to the applicant by certified mail.

3.7.5. Appeal

The Board of Appeal's decision under this section may be appealed to a court of competent jurisdiction in accordance with G.L. c. 40A, s. 17 or otherwise.

3.7.6. File

The ZBA shall maintain a file of all requests for reasonable accommodation under the FFHA or the ADA and a file of all decisions made on such requests. The file(s) may be reviewed in the Office of the ZBA upon request during regular business hours.

4. ESTABLISHMENT OF DISTRICTS

4.1 DISTRICTS

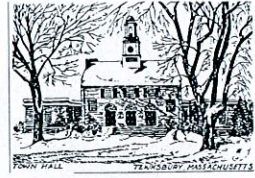
For purposes of this Bylaw, the Town is divided into the following districts:



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4.1.1. Use Districts

- A. Residential
 - 1. Farming (F)
 - 2. Residence 40 (R40)
 - 3. Multifamily (MF)
 - 4. Village Residential (VR)
- B. Business
 - 1. Town Center (TC)
 - 2. Mixed-Use Business (MUB)
 - 3. South Village Business (SB)
 - 4. Westside Neighborhood Business (WNB)
 - 5. General Business (GB)
 - 6. Limited Business (LB)
- C. Office-Industrial
 - 1. Office-Research (OR)
 - 2. Industrial 1 (I1)
 - 3. Industrial 2 (I2)
- D. Other Districts
 - 1. Park (P)
 - 2. Transition (TD)

4.1.2. Overlay Districts

- A. Flood Plain (FP) District
- B. Ground Water Protection (GWP) District
- C. Interstate Overlay (IO) District



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4.2 ZONING MAP

Zoning districts are shown on a map entitled "Zoning Map of the Town of Tewksbury" (the Zoning Map) on file in the Office of the Town Clerk. The district boundaries shown on the Zoning Map are part of this Bylaw. Changes to the Zoning District boundaries are made the same way as amendments to the text of the Zoning Bylaw are made. The Zoning Map may include geographical features, streets, notations, and other information to keep the map current and to facilitate orientation.

The Flood Plain District includes all special flood hazard areas within the Town designated as Zone A and AE, on the Middlesex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Middlesex County FIRM that are wholly or partially within the Town are panel numbers 25017C0142E, 25017C0144E, 25017C0163E, 25017C0164E, 25017C0276F, 25017C0277F, 25017C0278F, 25017C0279F, 25017C0281F and 25017C0283F dated July 6, 2016; and 25017C0256F, 25017C0257F, and 25017C0259F dated July 6, 2016 or most recent maps as approved by FEMA. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report dated July 6, 2016 or most recent maps approved by FEMA. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Commissioner, Conservation Commission and the Town Engineer.

4.2.1 Interpretation of District Boundaries

The location of district boundaries shown on the Zoning Map shall be determined as follows:

- A. Where the district boundary lines as shown on the map as approximately following the street lines, of public and private ways or railways, the centerlines of such ways shall be the boundary lines.
- B. Where the district boundary lines are shown approximately on the location of property lot lines and the exact location of property, lot or boundary lines is not indicated by means of dimensions shown in figures, then the property or lot lines shall be the boundary lines.
- C. District boundary lines located outside of street lines and shown approximately parallel thereto shall be regarded as parallel to such street lines. Dimensions shown in figures on the map between boundary lines and street lines are the distance in feet between them; such distances being measured at right angles to the street lines unless otherwise indicated.
- D. In all cases not covered by other provisions of this Section 4.2.1, the location of district boundary lines shall be determined by the distance in feet, if given, from other lines upon said map, by the use of identifications as shown on the map, or by the scale of the map.
- E. Where the district boundary line follows a stream, lake or other body of water, the boundary line shall be construed to be at the thread or channel of the stream; or at the limit of the jurisdiction of the Town unless otherwise indicated.
- F. Where a district boundary line divides any lot existing at the time the line is adopted, the regulations of any district in which the lot has frontage on a street may be extended not more than 20 feet into the other district.
- G. Whenever any uncertainty exists as to the exact location of a district boundary line, the location of such line shall be determined by the Building Commissioner, provided, however, that any person aggrieved by his decision may appeal to the ZBA.



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5. DISTRICT REGULATIONS

5.1 GENERAL PROVISIONS

No building or structure shall be erected and no building, structure, land, or water area shall be used for any purpose or in any manner except in accordance with this Bylaw.

5.2 DISTRICT PURPOSES

5.2.1. Residential Districts

The Town has established four residential districts to accommodate a variety of single-family, two-family, and multifamily dwellings, as well as offices in some cases, in locations that are appropriate for the permitted uses and density of development.

- A. Farming (F). The Farming district is the lowest-density district in Town. It includes the historic Tewksbury State Hospital property and surrounding agricultural lands near the center of Town. Development in this district is limited to single-family homes on relatively large lots and some residential accessory uses.
- B. Residence 40 (R40). The R40 district is a low-density residential district intended primarily for development of single-family residential development. The Town discourages intensive land uses, uses that would detract from the single-family residential character of R40 neighborhoods, and uses that would otherwise interfere with the intent of this Bylaw.
- C. Multifamily (MF). The MF district occurs in nodes along Main Street and other main roads in Tewksbury. This district provides for townhouse and multifamily condominium development to ensure that Tewksbury has a variety of housing opportunities for young and senior citizens alike, including affordable housing. All principal uses except single-family and two-family dwellings require SPR with design review by the Planning Board.
- D. Village Residential (VR). The VR district is located in nodes along Main Street approaching the Town Center and around other key intersections on Route 38. It is intended to accommodate a mix of uses, primarily residential, at a higher density than the Town allows in R40 single-family neighborhoods. The higher residential density in VR is designed to encourage compact neighborhoods close to goods and services and the Town Center, and to encourage new, higher-value mixed-use development in these locations. To promote high-quality architectural and site design in these compact neighborhoods, all principal uses except single-family and two-family dwellings require Site Plan Review with design review by the Planning Board.

5.2.2. Business Districts

The Town has established six business districts to accommodate a variety of commercial, residential, and office uses, mixed uses, and in some cases light industrial uses in settings that range from Main Street to secondary roads and transitional areas between districts. In most cases, permitted uses require SPR by the Planning Board under Sec. 3.4 prior to issuance of a building permit.

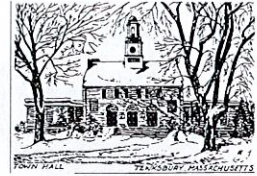
- A. Town Center (TC). The Town Center is the civic, social, cultural, and governmental hub of the Town. Development here is intended to respect and enhance the historic architectural fabric of the Town Center, to



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provide a high quality of goods and services, particularly specialty goods, and to encourage shopping, socializing, and lingering in the district.

- B. Mixed-Use Business (MUB). The MUB is a mixed-use business district located intermittently along Route 38 outside the Town Center. It functions as a commercial gateway and neighborhood business zone, so the intended physical form and use mix in this district are intentionally set to support and enhance, not duplicate, the historic Town Center.
- C. South Village Business (SB). The South Village Business District includes a node of neighborhood commercial activity around the Shawsheen Street/Route 38 and South Street/Route 38 intersections. It is intended to support small-scale, attractive, neighborhood-focused development and business uses that do not require high traffic volume locations.
- D. Westside Neighborhood Business (WNB). The Westside Neighborhood Business district is located along the Woburn Street corridor, which services neighborhoods as well as commuter traffic using Interstate I-495 and the commuter train station nearby in Billerica. This district is intended to promote well-designed, pedestrian-friendly small business development, attract new investment in larger sites along the corridor, and support the Town's tax base.
- E. General Business (GB). The General Business district includes portions of Main Street/Route 38 that are not zoned for other purposes. This district can support a variety of stores and restaurants serving local and regional customers, and it is intended to provide a significant contribution to the Town's tax base.
- F. Limited Business (LB). The Limited Business District is a small crossroads business district serving residents of South Tewksbury. It provides for a limited mix of business uses and residential uses at a lower density than the Town allows in the commercial and mixed-use districts along Route 38.

5.2.3. Industrial Districts

The Town has established 3 districts for office, research, and industrial development.

- A. Office-Research (OR). The Office-Research District is intended for office park or technology park development. It generally encourages office, research and development, high tech, or bioscience uses, especially in "campus" style office and research parks that also offer amenities for employees. The Town discourages uses that would detract from and potentially conflict with the high-value development sought for this district.
- B. Industrial 1 (I1). The Industrial 1 district is a traditional industrial zone for a variety of office, manufacturing, warehouse and distribution, and related uses. Its main purposes are to encourage industries to locate and remain in Tewksbury. Uses that could create a high risk of conflict with industrial operations – mainly but not only residential uses – are prohibited.
- C. Industrial 2 (I2). The Industrial 2 district is a small district with use regulations very similar to those for I1 with a few exceptions, mainly that motor vehicle body repair facilities are allowed in I2 but not in I1. It is an industrial district and as such, it supports job creation and retention and is intended to enhance the Town's tax base. Uses that could create a high risk of conflict with industrial operations – mainly but not only residential uses – are prohibited.



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5.2.4. Other Use Districts

The Town has established the Park and Transition district to achieve the following purposes.

- A. Park (P). The Park District is intended primarily for parks and other types of public outdoor spaces.
- B. Transition (TD). The Transition District is a small district on Route 38 south of the Town Center. It functions as a residential-limited neighborhood services area. The Town discourages uses that generate high traffic volumes or the level of activity normally associated with commercial areas.

5.3 COMMUNITY DESIGN, DIMENSIONAL, AND DENSITY REQUIREMENTS

5.3.1. General Requirements

- A. Lots
 - 1. Except as otherwise provided in this Bylaw, not more than one principal structure may be placed on any lot.
 - 2. No structure may be constructed on any lot that does not have an area in which a circle, the diameter of which is 80% of the minimum lot frontage, tangent to the lot frontage and within all other lot lines, may be located.
 - 3. No existing conforming or nonconforming lot shall be changed in size or shape except through a public land taking or donation for road widening, drainage, or utility improvements or except where otherwise permitted herein, so as to create a nonconformity or increase the degree of nonconformity that presently exists. If land is subdivided, conveyed, or otherwise transferred in violation of this Section 5, no building or other permit shall be issued for the transferred land until the lot retained meets the requirements of this Bylaw.
 - 4. Lots of 10,000 square feet or less on which the existing primary residence was erected prior to March 18, 1992, may reduce the 15-foot side and rear setback requirement to 10 feet providing proof is submitted to the Building Commissioner that the lot existed prior to March 18, 1992.
 - 5. Not more than 50% of the required minimum lot area shall be a wetland resource area subject to protection under G.L. c. 131, § 40. Proposed structures shall be located on the upland portion of the lot.
- B. Setbacks
 - 1. The front yard setback shall be measured from the front building line of any structure to the street line.
 - 2. Side and rear yards shall be measured from any structure used for a principal use to the nearest lot line, except where the lot line is a street, i.e., a corner lot. In this case, the side setback shall be as required for front yard setback.
- C. Building Height. The limitations on height in feet shall not apply to chimneys, ventilators, skylights, tanks, bulkheads, penthouses, towers, and other building features usually carried above roofs if these features are not used for living purposes; provided, however, that the ZBA may grant a special permit for features higher than 50 feet. This provision shall not apply to wireless communications facilities under the Federal Telecommunications Act or to spires or steeples associated with a religious use.
- D. Corner Lot Clearance. On corner lots, no structures, fence, tree or shrub shall prevent vision clearance in the space between two and eight feet above ground, and these provisions shall apply to the space between the corner and the line joining the two points 15 feet from the corner, measured on the lot lines.



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E. Accessory Structures

1. An accessory building or structure shall not exceed 1-1/2 stories nor 20 feet in height to the highest roof surface above the average grade around the structure.
2. No accessory building or structure, except a permitted sign or roadside stand, shall be located within a required front yard setback.
3. A detached accessory structure shall be located on the same lot and behind the front building line of the principal building; and further, it shall not be located nearer than 10 feet from the principal building and shall be located at least 10 feet from any side or rear lot line.
4. An accessory building attached to its principal building or within 10 feet of it shall be considered an integral part thereof and as such shall be subject to the front, side, and rear yard requirements applicable to the principal building.
5. Fences not exceeding seven feet and flag poles not exceeding 20 feet shall be exempt from the setback requirements of this Section. Fences that serve as a buffer between abutting residential and industrial /commercial uses and between industrial and commercial uses may exceed seven feet with approval of the Planning Board and are not subject to setback requirements. In no event shall a fence over seven feet in height be permitted on a residential property abutting another residential use.
6. Swimming pools, game courts, and the like are accessory structures and shall comply with the State Building Code and all applicable setback requirements of this Bylaw.

5.3.2. Residential Districts

The dimensional and density requirements in this Section apply to principal and accessory uses and structures in the Residential Districts. Where exceptions and additional requirements apply to a district or set of districts, they are placed immediately following the tables to which they relate.

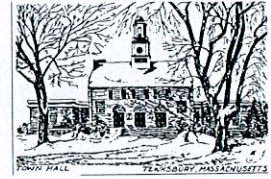
DISTRICT	Minimum Lot Area	Minimum Frontage (Ft)	Minimum/Maximum Front Setback (Ft)	Minimum Side & Rear Setbacks (Ft)
F	1.5 acres	150	50/NA	15
R40	1.0 acre	150	25/NA	15
MF ^F	1.0 acre	150 ^A	25 ^B NA	15
VR	1.0 acre ^E	50	20/40	10 ^D
DISTRICT	Maximum Height (Stories) ^F	Maximum Height (Ft) ^F	Minimum Open Space (% Lot Area)	Maximum Building Coverage (% Lot Area)
F	2.5	35	N/A	20%
R40	2.5	35	N/A	15% ^C
MF	3.0	45	20%	N/A
VR ^F	2.5	35	15%	30%



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NOTES:

^A May be reduced to 40 feet by special permit.

^B Does not apply to multifamily dwellings by special permit.

^C For a lawfully preexisting lot with 15,000 square feet or less of land, the maximum building coverage shall be 20 %.

^D May be reduced to 0 feet by special permit to accommodate "zero lot line" development.

^E May be reduced to a minimum of 7,500 square feet by special permit.

^F Planning Board may approve a maximum height increase to 4 stories and 50 feet encourage a mix of housing and affordable housing.

5.3.3. Business Districts

The dimensional and density requirements in this Section apply to principal and accessory uses and structures in the Business Districts. Where exceptions and additional requirements apply to a district or set of districts, they are placed immediately following the tables to which they relate.

A. Table of Requirements

DISTRICT	Minimum Lot Area	Minimum Frontage (Ft)	Minimum/Maximum Front Setback (Ft) ^{A, B}	Minimum Side & Rear Setbacks (Ft) ^C
TC				
Major Project	40,000 sq. ft.	150	--- / 20	15 / 25
All Other	10,000 sq. ft.	80	--- / 20	10 / 10
MUB	10,000 sq. ft.	50	25 / NA	15 / 10
SB	15,000	100	25 / NA	15
WNB	1.0 acre	150	25 / NA	15
GB	1.0 acre	150	25 / NA	15
LB	1.0 acre	150	25 / NA	15
DISTRICT	Minimum Lot Width-Depth Ratio	Additional Side/Rear Setback for 4th Story (Ratio) ^D	Minimum Open Space (% Lot Area)	Maximum Building Coverage (% Lot Area)
TC				
Major Project	1:4	0.60	20%	30%
All Other	1:3	---	10%	30%
MUB	---	---	15%	30%
LB	---	---	25%	20%
WNB	---	---	30%	25%
SB	---	---	30%	30%
GB	1:3	---	20%	30%



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DISTRICT	Maximum Height (Stories) ^E	Maximum Height (Ft) ^F	Minimum/Maximum Ground Floor Height (Ft) ^{E, F}	Minimum Upper-Story Height, ^F
TC				
Major Project	4	48	12 / 15	10
All Other	3	40	12 / 15	10
MUB	2.5	40	12 / 15	10
SB	2.5	40	----	----
WNB	2.5	35	----	----
SB	2.5	35	----	----
GB	2.5	35	----	----
LB	2.5	35	----	----
-----Window Transparency-----				
DISTRICT	Minimum Façade Buildout (% Frontage)	Ground Front	Ground Side (%)	Upper-Story Front/Side (%)
TC				
Major Project	80%	75%	25%	25%
All Other	75%	65%	25%	25%
MUB	75%	50%	20%	20%
SB	----	----	----	----
WNB	----	----	----	----
GB	60%	40%	20%	----
LB	----	----	----	----
DISTRICT	Street-Facing Entrances, Maximum Separation (Ft)	Minimum Depth, Commercial Tenant Spaces (Ft)	Maximum Length Blank Wall (Ft)	
TC				
Major Project	50	30	20	
All Other	40	25	30	
MUB	50	25	36	
SB	----	----	40	
WNB	----	----	40	
GB	---	25	40	
LB	----	----	40	

A. Measured from the curb to the front building line.

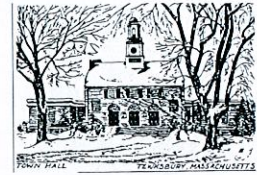
B. In a development with more than one building in the TC and MUB, the maximum front setback shall not apply to any building located behind another building as long as the forward most buildings on the lot comply with the maximum front setback. A single building with a large flagship tenant, such as a theatre, may also have a deeper front setback if the entrance to the large tenant is wrapped with liner shops that comply with the subdistrict's front setback requirement.



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- C. Minimum rear setback shall be 50' on lots abutting the R40 District.
D. Ratio is the additional side or rear yard length (feet) to the height (feet) of the 4th story.
E. Upper stories shall be at least 2/3 of the floor area of the first story. On a 4-story building in the TC district, the 4th floor stepped back a minimum of six feet. A height of five stories and 60 feet may be allowed by special permit from the Planning Board if stepped back from the 4th floor by a minimum of six feet.
F. In the Business Districts, height in feet shall be measured floor to floor.

B. Supplemental Regulations for Business Districts

1. Development in the Town Center District shall comply with the additional requirements in Section 6.4. Where any conflict exists between this Section 5.33 and Section 6.4, the latter shall control.
2. Structures may be allowed in the Business Districts in excess of 35 feet or 2 ½ stories by special permit from the Planning Board. In no event shall a special permit be issued for structures exceeding 60 feet or 5 stories.
3. No automobile sales agency or any retail business establishment catering principally to the automobile trade shall locate or park any motor vehicle(s) less than 15 feet from any property line or locate any stands or structures less than 50 feet from any established street line, except for signs as regulated elsewhere in this Bylaw.
4. More than one principal nonresidential structure may be erected on a lot by special permit from the Planning Board, subject to Section 3.4 of this Bylaw and the following conditions:
 - a. No principal building shall be located in relation to another principal building on the same lot, or on an adjacent lot, so as to cause danger from fire;
 - b. All principal buildings on the lot shall be served by access ways suitable for fire, police, and emergency vehicles;
 - c. All of the multiple principal buildings on the same lot shall be accessible via pedestrian walkways connected to the required parking for the premises, and to each principal building.

5.3.4. Industrial Districts

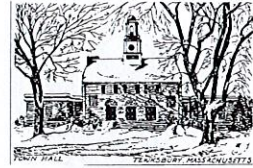
The dimensional and density requirements in this Section apply to principal and accessory uses and structures in the Industrial Districts. Where exceptions and additional requirements apply to a district or set of districts, they are placed immediately following the tables to which they relate.

DISTRICT	Minimum Lot Area	Minimum Frontage (Ft)	Minimum/Maximum Front Setback (Ft)	Minimum Side & Rear Setbacks (Ft) ^A
OR	1.0 acre	150	50	25
I1	1.0 acre	150	50	25
I2	1.0 acre	150	50	25



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DISTRICT	Maximum Height (Stories) ^B	Maximum Height (Ft) ^B	Minimum Open Space (% Lot Area)	Maximum Building Coverage (% Lot Area)
OR	3	40	25	40
I1	3	40	20	35
I2	3	40	20	35

A. Where lots abut the R40 district, the minimum side and rear setback shall be 100 feet.

B. Except that in the I1 and I2 districts and OR districts the Planning Board may grant a special permit to increase the maximum building height to five stories and 60 feet.

5.3.5. Other Use Districts

The dimensional and density requirements in this Section apply to principal and accessory uses and structures in the Transition District (TD) and Park District (P). Where exceptions and additional requirements apply to a district or set of districts, they are placed immediately following the table.

DISTRICT	Minimum Lot Area	Minimum Frontage (Feet)	Minimum/Maximum Front Setback (Feet)	Minimum Side & Rear Setbacks (Feet)
TD	1.0 acre	150	25	15
P	1.0 acre	150	50	15
DISTRICT	Maximum Height (Stories)	Maximum Height (Feet)	Minimum Open Space (% Lot Area)	Maximum Building Coverage (% Lot Area)
TD	2.5	35	20	15
P	2.5	35	-----	-----

5.4 USE REGULATIONS

5.4.1. Permitted in All Districts

The following uses are permitted in all districts:

- A. Federal government use.
- B. State government uses to the extent that this Bylaw would prohibit the exercise of an essential government function.
- C. Uses to the extent protected or exempt pursuant to G.L. c. 40A, § 3 or other state law.
- D. Municipal uses.

5.4.2. Prohibited Uses

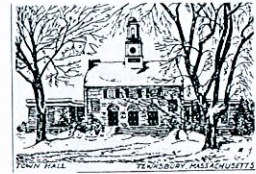
- A. Any use not listed in Section 5, Appendix A, or otherwise allowable under the provisions of this Bylaw shall be deemed prohibited.



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- B. All uses that pose a present or potential hazard to human health, safety, welfare, or the environment through emission of smoke, particulate matter, noise or vibration, or through fire or explosive hazard, or glare, are expressly prohibited in all districts.
- C. The following uses are specifically prohibited:
1. Garbage and refuse incineration or disposal otherwise of material not originating on the premises.
 2. Distillation of bones, rendering of fat or reduction of animal matter.
 3. Manufacturing of glue; oil refining; bulk storage of petroleum products.
 4. Foundries, manufacture of large machine parts, metal working.
 5. Tanneries.
 6. Manufacture of cement products and cement mixing.
 7. Processing, storage and distribution of asphalt products;
 8. Sorting, baling and storage of waste paper, rags or junk.
 9. The dismantling of motor vehicles.
 10. Slaughterhouses
 11. Custom Slaughterhouses that are not exempt from regulation under 105 CMR 500.000.
 12. Sand, gravel and stone processing plants.
 13. Trailer parks and mobile homes.
 14. Airports.
 15. Solid waste resource recovery facility, recycling, waste transfer stations.
 16. Piggeries. [except in the Farming District as per AG 12/23/03 Case # 2713]
 17. Transportation or freight terminals.
 18. Truck stops.
 19. Marijuana Retailers. Consistent with G.L. c. 94G, § 3(a)(2), all types of marijuana retailers as defined in G.L. c. 94G, § 1, including all types of licensed marijuana retail-related businesses, shall be prohibited within the Town.

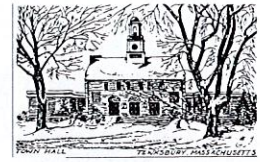
5.4.3. Table of Uses

See Appendix A for the Table of Uses for all districts.



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5.4.4. Classification under More than One Use

Where an activity may be classified as more than one of the principal uses listed in the Table of Uses. The more specific classification shall determine permissibility. If equally specific, the more restrictive shall govern.

5.4.5. Accessory Uses and Structures; General

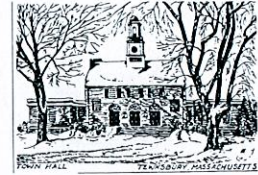
- A. An accessory use shall not alter the character of the premises on which it is located or have an adverse impact on the surrounding area.
- B. Permitted accessory uses. The following accessory uses are specifically permitted as of right or by special permit in any district:
 - 1. Accessory scientific uses. Whether or not located on the same parcel as activities permitted as a matter of right, uses that are necessary in connection with scientific research or scientific development or related production may be allowed by special permit from the Planning Board provided the Board finds that the proposed use does not substantially derogate from the public good.
 - 2. Boarders in single-family dwelling. The renting of rooms or furnishing of board to not more than two people in an owner-occupied single-family dwelling shall be a permitted accessory use.
 - 3. A satellite dish for reception of microwave signals from geostationary satellites is allowed subject to the following regulations:
 - a. The satellite dish shall consist of a parabolic reflector (microwave dish) with a microwave receiver at the reflector focus. Satellite dishes are permitted in any district provided that they shall not exceed two feet in diameter. In districts other than R40 a satellite dish larger than two feet in diameter may be authorized by special permit from the ZBA.
 - b. The satellite dish shall be permanently mounted on the ground on a concrete slab or piers and set back from lot lines as an accessory structure in conformance with this Bylaw;
 - c. The manufacturer or a structural engineer shall certify to the Building Department that the satellite dish and its support is satisfactory to withstand wind speeds to 100 miles per hour without being carried away;
 - d. The antenna and its base shall not be located in the front yard or within 50 feet of any public way.
 - e. For lots 20,000 square feet or less, the Building Commissioner shall require screening such as fences or shrubs where the antenna is visible from abutting lots.
- C. Nonresidential accessory uses.
 - 1. Any use permitted as a principal use is also permitted as an accessory use, unless allowed elsewhere in this Bylaw, provided the use is customarily incidental to the main or principal building or use of the land. Any use authorized as a principal use by special permit may also be authorized as an accessory use by special permit provided the use is customarily incidental to the main or principal building or use of the land. Accessory uses are permitted only in accordance with lawfully existing principal uses. In all instances where SPR is required for a principal use, the addition of any new accessory use to the principal use, where the addition exceeds the thresholds in Section 3.4 shall also require SPR.



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2. The outdoor display and/or storage of goods and merchandise for sale is permitted only when the display and/or storage is wholly incidental and secondary to the primary use conducted within the permanent structure on the lot. No such display and/or storage may occur in delineated parking spaces, traffic lanes, crosswalks, sidewalks or public ways. No additional signs are permitted except as otherwise provided.
- D. Prohibited accessory uses. The following accessory uses are specifically prohibited.
 1. A truck box, Conex box, or steel storage unit shall not be deemed a permissible accessory structure or use.
 2. Accessory use of any premises and in any zone shall not be construed to mean more than one unregistered vehicle and no more than 1 unregistered vehicle may be placed, parked or maintained on any property in the Town in any zone, unless the owner of such property has a Class I, II or III license in accordance with G.L. c. 140, §§ 57-69 inclusive. No unregistered motor vehicle may be stored or maintained upon any premises within 50 feet from a street, public way or way laid out on a recorded plan. The ZBA may, by special permit, vary these requirements.
 3. No trailer, trailer coach, trailer coach parks, mobile home, or other closed vehicle furnished for housekeeping and designed to be pulled behind another vehicle shall cause the same to be placed upon any premises in any district in Tewksbury except when a residence destroyed by fire or natural disaster is being rebuilt in accordance with G.L. c.40A, § 3. However, nothing in this section shall prevent the Building Commissioner from granting permission to locate a mobile home or trailer home on a construction site for use as a temporary office for not more than six months or until such time that the construction has been completed as determined by the Building Commissioner. A recreational camper or mobile trailer used only for recreational purposes is a permitted accessory residential use provided that it shall not be inhabited or used as a dwelling.
 4. Where accessory to a principal residential use, the following are prohibited:
 - a. Commercial kennels;
 - b. Contractor's yard for the storage of building materials, equipment, and/or commercial vehicles over 10,000 pounds gross vehicle weight;
 - c. Commercial landscaping equipment, materials, supplies, and/or commercial vehicles over 10,000 pounds gross vehicle weight;
 - d. Commercial auto repair or service.

5.5 FLOODPLAIN DISTRICT

5.5.1. Purposes

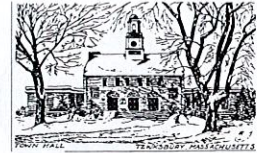
Statement of Purpose. The purposes of the Floodplain District are to:

- A. Ensure public safety through reducing the threats to life and personal injury.
- B. Eliminate new hazards to emergency response officials;
- C. Prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding;
- D. Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding;



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- E. Eliminate costs associated with the response and cleanup of flooding conditions;
- F. Reduce damage to public and private property resulting from flooding waters.

5.5.2. Floodplain District Boundaries

The Floodplain District is herein established as an overlay district and consists of all areas shown on the Zoning Map under Section 4.2. The District includes all the special flood hazard areas within the Town of Tewksbury Middlesex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program (NFIP). The exact boundaries of the District shall be defined by the 1% chance base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report dated July 6, 2016. The FIRM and FIS are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Commissioner, Conservation Commission and the Town Engineer.

5.5.3. Base Flood Elevation and Floodway Data

- A. Floodway data. In Zone A, A1-30 and AE along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- B. In Zone AE, along watercourses that have a regulatory floodway within the Town of Tewksbury as designated on the Middlesex County Flood Insurance Rate Maps, encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- C. Requirement to submit new technical data. If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.) Notification shall be submitted to:

FEMA Region I Risk Analysis Branch Chief, 99 High St., 6th floor, Boston, MA 02110

And copy of notification to: Massachusetts NFIP State Coordinator, MA Dept. of Conservation & Recreation, 251 Causeway Street, Boston, MA 02114.

5.5.4. Notification of Watercourse Alteration

In a riverine situation, the Building Commissioner shall notify the following of any alteration or relocation of a watercourse:

- A. Adjacent Communities, especially upstream and downstream
- B. NFIP State Coordinator-Massachusetts Department of Conservation and Recreation, 251 Causeway Street, 8th Floor, Boston, MA 02114
- C. NFIP Program Specialist- Federal Emergency Management Agency, Region 1, 99 High Street, 6th Floor, Boston, MA 02110

5.5.5. Variances

- A. Variance to building code floodplain standards. The Town will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community's files. The Town shall also issue a letter to the property owner regarding potential



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impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property. Such notification shall be maintained with the record of all variance actions for the referenced development in the floodplain overlay district.

- B. Variances to local Zoning Bylaws related to community compliance with the National Flood Insurance Program (NFIP). A variance from these floodplain bylaws must meet the requirements set out by State law, and may only be granted if: 1) Good and sufficient cause and exceptional non-financial hardship exist; 2) the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and 3) the variance is the minimum action necessary to afford relief.

5.5.6. Other Use Regulations

- A. Permits are required for all proposed development in the Floodplain District. The Town requires a permit for all proposed construction or other development in the floodplain district, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties. Existing contour intervals of site and elevations of existing structures must be included on plan proposal.
- B. Assure that all necessary permits are obtained. Town's permit review process includes the use of a checklist of all local, state and federal permits that will be necessary in order to carry out the proposed development in the floodplain district. The proponent must acquire all necessary permits, and must submit the completed checklist demonstrating that all necessary permits have been acquired.
- C. Subdivision proposals. All subdivision proposals and development proposals in the floodplain overlay district shall be reviewed to assure that:
- 1) Such proposals minimize flood damage.
 - 2) Public utilities and facilities are located & constructed so as to minimize flood damage.
 - 3) Adequate drainage is provided.
- D. Base flood elevation data for subdivision proposals. When proposing subdivisions or other developments greater than 50 lots or five acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans.
- E. Unnumbered A Zones. In A Zones, in the absence of FEMA BFE data and floodway data, the building department will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A as the basis for elevating residential structures to or above base flood level, for flood proofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.
- F. AO and AH zones drainage requirements. Within Zones AO and AH on the FIRM, adequate drainage paths must be provided around structures on slopes, to guide floodwaters around and away from proposed structures.



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- G. Recreational vehicles. In A1-30, AH, and AE Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.

5.5.7. Administration and Enforcement

- A. In order to insure the proper administration of the Floodplain District, the Town of Tewksbury hereby designates the Building Commissioner to be the official floodplain administrator for the Town of Tewksbury.
- B. Enforcement. See Section 3.2 of this Bylaw.

5.5.8 General Provisions

- A. The floodplain management regulations found in this Floodplain District section shall take precedence over any less restrictive conflicting local bylaws or regulations.
- B. The degree of flood protection required by this bylaw is considered reasonable but does not imply total flood protection.

If any section, provision or portion of this bylaw is deemed to be unconstitutional or invalid by a court, the remainder of the bylaw shall be effective.

5.6. GROUNDWATER PROTECTION DISTRICT (including the SBDA Plume Area and the SBDA Buffer Zone districts)

5.6.1 Purpose

The purpose of this Groundwater Protection District (including the SBDA Plume Area and the SBDA Buffer Zone districts) is to promote the health, safety, and general welfare of the community by ensuring an adequate quality and quantity of drinking water for the residents, institutions, and businesses of the Town; preserve and protect existing and potential sources of drinking water supplies; conserve the natural resources of the Town; prevent temporary and permanent contamination of the environment; and prohibit or limit certain groundwater activities or uses within the SBDA Plume Area and the SBDA Buffer Zone that may impair the protectiveness of the federal Selected Remedy for the Sutton Brook Disposal Area Superfund Site.

5.6.2 Scope of Authority

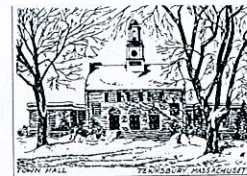
- A. Overlay. The Groundwater Protection District is an overlay district superimposed on the zoning districts. This overlay district shall apply to all new construction, reconstruction, or expansion of existing buildings and new or expanded uses. Applicable activities or uses in a portion of one of the underlying zoning districts which fall within the Groundwater Protection District must additionally comply with the requirements of this district. Uses prohibited in the underlying zoning districts shall not be permitted in the Groundwater Protection District.
- B. Location. The Groundwater Protection District shall be defined as all lands within the Town that are delineated as Zone II on the map titled "Town of Tewksbury Zone II Delineation" and dated September 2001, which map(s), as amended from time to time, shall be kept on file with the Town Clerk, the Planning Board, the Building Commissioner, the Board of Health, and the Town Engineer. Additionally, a section in the southeasterly part of Town protecting a Town of Wilmington aquifer is included in the Groundwater Protection District.



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The SBDA Plume Area shall include all lands within the Town of Tewksbury near the Sutton Brook Disposal Area Superfund Site that are so delineated on the map titled "SBDA Plume Area and SBDA Buffer Zone Properties" and dated February 2021 prepared by GEOSyntec Consultants, as approved by EPA. The extent of the SBDA Plume Area is expected to change based on performance of the Selected Remedy. EPA will periodically re-evaluate this district until such time as groundwater Performance Standards are met for the Site and, if necessary, provide an updated map. In the event that EPA provides an updated map, this bylaw will be amended to replace the then current map with the updated map.

The SBDA Buffer Zone shall include all lands within the Town of Tewksbury near the Sutton Brook Disposal Area Superfund Site that are so delineated on the map titled "SBDA Plume Area and SBDA Buffer Zone Properties" and dated February 2021 prepared by GEOSyntec Consultants, as approved by EPA. The extent of the SBDA Buffer Zone is expected to change based on performance of the Selected Remedy. EPA will periodically re-evaluate this district until such time as groundwater Performance Standards are met for the Site and, if necessary, provide an updated map. In the event that EPA provides an updated map, this bylaw will be amended to replace the then current map with the updated map.

- C. If the location of the District, the SBDA Plume Area and/or the SBDA Buffer Zone boundary in relation to a particular parcel is in doubt, resolution of boundary disputes shall be through a special permit application to the Planning Board. Any application for a special permit for this purpose shall be accompanied by adequate documentation as determined by the Planning Board. The burden of proof shall be upon the owner(s) of the land to show where the bounds should be located. At the request of the owner(s), the Town may engage a professional engineer, hydrologist, geologist, or soil scientist to determine more accurately the boundaries of the district, the SBDA Plume Area and/or the SBDA Buffer Zone with respect to individual parcels of land, and may charge the owner(s) for the cost of the investigation. Any changes to the Zone II or Zone III delineation via this process must occur in conformance with the criteria set forth in 310 CMR 22.00 and must be approved by the Massachusetts Department of Environmental Protection (MassDEP).

5.6.3 Development Regulations

In the Groundwater Protection District, the following regulations shall apply.

- A. Permitted Uses. The following uses are permitted within the Groundwater Protection District, provided that all necessary permits, orders, or approvals required by local, state, or federal law are also obtained:
1. Conservation of soil, water, plants, and wildlife.
 2. Outdoor recreation, nature study, boating, fishing, and hunting where otherwise legally permitted.
 3. Foot, bicycle and/or horse paths, and bridges.
 4. Normal operation and maintenance of existing water bodies and dams, splash boards, and other water control, supply and conservation devices.
 5. Maintenance, repair, and enlargement of any existing structure, subject to Section B (prohibited uses) and Section C (special permitted uses).
 6. Residential development, subject to section b (prohibited uses) and section c (special permitted uses).



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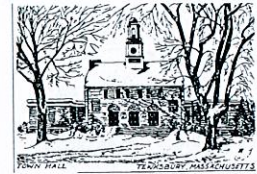
7. Farming, gardening, nursery, conservation, forestry, harvesting, and grazing, subject to Section B (prohibited uses) and Section C (special permit uses).
 8. Construction, maintenance, repair, and enlargement of drinking water supply related facilities such as, but not limited to, wells, pipelines, aqueducts, and tunnels.
 9. Underground storage tanks related to these activities are not categorically permitted.
- B. Prohibited Uses. The following uses are prohibited in the Groundwater Protection District:
1. Landfills and open dumps as defined in 310 CMR 19.006.
 2. Automobile graveyards and junkyards, as defined in G.L. c. 140B, §1.
 3. Landfills receiving only wastewater and/or septage residuals including those approved by the Department pursuant to G.L. c. 21, §26 through 53; G.L. c. 111, §17; G.L. c. 83, §6 and 7, and regulations promulgated thereunder.
 4. Facilities that generate, treat, store, or dispose of hazardous waste that are subject to G.L. c. 21C and 310 CMR 30.00, except for the following:
 - a. Very small quantity generators as defined under 310 CMR 30.000;
 - b. Household hazardous waste centers and events under 310 CMR 30.390;
 - c. Waste oil retention facilities required by G.L. c. 21, § 52A; and,
 - d. Water remediation treatment works approved by DEP for the treatment of contaminated ground or surface waters.
 5. Petroleum, fuel oil, and heating oil bulk stations and terminals including, but not limited to, those listed under North American Industry Classification System (NAICS) Code 454310. NAICS Codes are established by the U.S. Office of Management and Budget (OMB) and may be determined by referring to the most recent edition of the *NAICS Manual*, available from the U.S. Census Bureau.
 6. Storage of liquid hazardous materials, as defined in G.L. c. 21E, or liquid petroleum products unless such storage is:
 - a. Above ground level, and,
 - b. On an impervious surface; and,
 - c. Either: (i) in container(s) or above ground tank(s) within a building, or; (ii) outdoors in covered container(s) or above ground tank(s) in an area that has a containment system designed and operated to hold either 10% of the total possible storage capacity of all containers, or 110% of the largest container's storage capacity, whichever is greater; and,



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- 310 CMR allows for the replacement of existing tanks/systems for the keeping, storage or dispensing of gasoline; and,
 - 310 CMR exempts above-ground home heating oil systems from the containment requirement, and indoor tanks on impervious surfaces such as a basement floor, are allowed.
7. Storage of sludge and septage, unless such storage complies with 310 CMR 32.30 and 310 CMR 32.31.
 8. Storage of deicing chemicals unless such storage, including loading areas, is within a structure designed to prevent the generation and escape of contaminated runoff or leachate.
 9. Storage of animal manure unless covered or contained in accordance with the specifications of the Natural Resource Conservation Service.
 10. Earth removal, consisting of the removal of soil, loam, sand, gravel, or any other earth material (including mining activities) to within four feet of historical high groundwater as determined from monitoring wells and historical water table fluctuation data compiled by the United States Geological Survey, except for excavations for building foundations, roads, or utility works.
 11. Discharge to the ground of non-sanitary wastewater including industrial and commercial process waste water, except:
 - a. the replacement or repair of an existing treatment works that will not result in a design capacity greater than the design capacity of the existing treatment works;
 - b. treatment works approved by the Department of Environmental Protection designed for the treatment of contaminated ground or surface water and operating in compliance with 314 CMR 5.05(3) or 5.05(13); and,
 - c. publicly owned treatment works.
 12. Stockpiling and disposal of snow and ice containing deicing chemicals brought in from outside the district.
 13. Storage of commercial fertilizers, as defined in G.L. c. 128, § 64, unless such storage is within a structure designed to prevent the generation and escape of contaminated runoff or leachate.
 14. The rendering impervious of greater than 15% or 2,500 square feet of any lot, whichever is greater, except under the special permit provisions of Subsection C below.
- C. Uses and Activities Requiring a Special Permit in the Groundwater Protection District. The following uses and activities are permitted in the Groundwater Protection District only upon the issuance of a special permit by the Planning Board who may impose conditions to ensure compliance with Section 5.6.
1. Enlargement or alteration of existing uses that do not conform to the Groundwater Protection District.
 2. Activities that involve the handling of toxic or hazardous materials in quantities greater than those associated with normal household use, permitted in the underlying zoning (except as prohibited under Subsection B above). These activities shall require a special permit to prevent contamination of groundwater.



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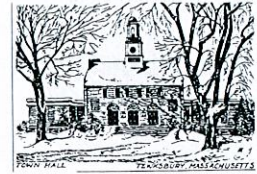
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3. A system of storm water management and artificial recharge of precipitation must be designed, and approved by the Planning Board to: prevent untreated discharges to wetland and surface water; preserve hydrologic conditions that closely resemble pre-development conditions; reduce or prevent flooding by managing peak discharges and volumes of runoff; minimize erosion and sedimentation; not result in significant degradation of groundwater; reduce suspended solids and other pollutants to improve water quality and provide increased protection of sensitive natural resources. These standards may be met using the following or similar best management practices:
 - a. For lots occupied, or proposed to be occupied, by single- or two-family residences, recharge shall be attained through site design that incorporates natural drainage patterns and vegetation in order to maintain pre-development stormwater patterns and water quality to the greatest extent possible. Stormwater runoff from rooftops, driveways and other impervious surfaces shall be routed through grassed water-quality swales, as sheet flow over lawn areas, or into constructed stormwater wetlands, sand filters, organic filters and/or similar systems capable of removing nitrogen from stormwater.
 - b. For lots occupied, or proposed to be occupied by other uses, a stormwater management plan shall be developed which provides for the artificial recharge of precipitation to groundwater through site design that incorporates natural drainage patterns and vegetation, and through the use of constructed (stormwater) wetlands, wet (detention) ponds, water quality swales, sand filters, organic filters, or similar site-appropriate best management practices capable of removing nitrogen and other contaminants from stormwater. The stormwater management plan shall meet the Stormwater Management Standards and technical guidance contained in the most recent version of the Massachusetts Department of Environmental Protection's Stormwater Management Handbook, for (the type of use proposed, and the soil types present on the site. Such runoff shall not be discharged directly to rivers, streams, and other surface water bodies, wetlands, or vernal pools. Dry wells shall be prohibited.
 - c. Except when used for roof runoff from non-galvanized roofs, all infiltration facilities (including wetlands, ponds, and swales) shall be preceded by oil, grease and sediment traps or other best management practices to facilitate control of hazardous materials spills and removal of contamination, and to avoid sedimentation of treatment and leaching facilities.
 - d. All artificial recharge systems shall be maintained in full working order by the owner(s), under the provisions of an operations and maintenance plan approved by the Planning Board to ensure that systems function as designed. Artificial recharge systems shall be located at least 100 feet from drinking water wells. Any infiltration basins or trenches shall be constructed with a minimum separation of 3 feet between the bottom of the structure and maximum groundwater elevation. The Planning Board may allow for a reduction of this separation based upon the submittal of sufficient information so long as it would not exceed the requirements of the Department of Environmental Protection's Stormwater Management Policy in effect at the time of the application.
- D. Prohibited Uses in the SBDA Plume Area District. The following additional activities and uses are prohibited in the SBDA Plume Area district; except if performed by or on behalf EPA or MassDEP pursuant to CERCLA or Chapter 21E, the Performing Parties as required pursuant to the Consent Decree, or the operator of the existing solar energy facility as permitted by MassDEP:



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1. Extraction, consumption or utilization of groundwater for any purpose, including without limitation extraction for potable, industrial, irrigation or agricultural use.
 2. Construction of groundwater infiltration and/or injection structures for storm water and surface water management.
 3. Any activity or use which would interfere with, or would be reasonably likely to interfere with, systems and studies to monitor implementation of the CERCLA Selected Remedy for the Site, or to provide long-term environmental monitoring of on-site groundwater including all monitoring wells.
- E. Uses and Activities Requiring a Special Permit in the SBDA Buffer Zone District. The following uses and activities are permitted in the SBDA Buffer Zone, only upon the issuance of a Special Permit by the Planning Board under such conditions as they may require:
1. Extraction, consumption or utilization of groundwater for any purpose, including without limitation extraction for potable, industrial, irrigation or agricultural use.
 2. Construction of groundwater infiltration and/or injection structures for storm water and surface water management.

5.6.4. Administrative Procedures

- A. The special permit granting authority under this Section 5.6 shall be the Planning Board. Submission requirements shall be in accordance with the Planning Board's Rules and Regulations and Section 3.5 of this Bylaw.
1. The Planning Board shall require any person applying for a special permit for activities in the SBDA Buffer Zone district to submit a duplicate of such application to EPA Region 1 (to the attention of the Project Manager for Sutton Brook Disposal Area Superfund Site, Massachusetts Superfund Section), with a copy to MassDEP (to the attention of the Bureau of Waste Site Cleanup-Boston, Federal Sites Program) 30 days in advance of filing such application and to include a written, dated acknowledgement of receipt from each agency. The Planning Board shall not consider any such application to be complete for purposes of review without such acknowledgement.
 2. EPA, after a reasonable opportunity for MassDEP review and comment, will then submit a letter to the Planning Board for consideration prior to the end of the 35 days referenced in subsection 5.6.4.B. .
- B. Upon receipt of the special permit application, the Planning Board shall transmit one copy each to the Board of Health, the Conservation Commission, Fire Department, Police Department, Building Commissioner, Town Manager, Planning Board and Department of Public Works for their written recommendations. Each agency listed shall, within 35 days after the plan is filed, report to the Planning Board, in writing, their approval or disapproval of the subject application. In the event of disapproval, the agencies shall make specific findings and reasons therefore, and, where possible, shall make recommendations for the adjustment thereof.



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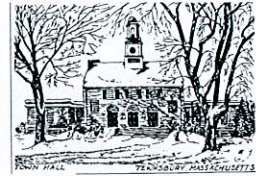
- C. The Planning Board may grant a special permit if it determines, in conjunction with the Board of Health, the Conservation Commission, and the Department of Public Works, that the requirements of this Section 5.6 are met, provided that the Board finds that the proposed use meets the following standards, those specified in Section 5.6.3, and any regulations or guidelines adopted by the Board. The proposed use must:
1. In no way, during construction or thereafter, adversely affect the existing or potential quality of quantity of water that is available in the Groundwater Protection District; and,
 2. Be designed to avoid substantial disturbance of the soils, topography, drainage, vegetation, and other water-related natural characteristics of the site to be developed.
- D. The Planning Board shall not grant a special permit under this Section 5.6 unless the petitioner's application materials include, in the Board's opinion, sufficiently detailed, definite, and credible information to support positive findings in relation to the standards given in this section. The Planning Board shall document the basis for any departures from the recommendations of the other Town boards or agencies in its decision.
- E. For those activities or uses proposed in the SBDA Buffer Zone district, in addition to the requirements set forth above, each application shall include the following:
1. an evaluation by an appropriately trained and licensed professional of the impact of any proposed extraction or infiltration of groundwater to demonstrate that it would not substantially alter the then existing groundwater elevation contours (zone of influence and/or groundwater mounding) or the then existing boundary of the SBDA Plume Area, and
 2. sampling and analysis by an appropriately trained and licensed professional of any groundwater proposed for extraction as necessary to demonstrate that use of such groundwater for its intended purpose would not violate any applicable health or safety requirement.
- F. For those activities using or storing such hazardous materials, a hazardous materials management plan shall be prepared and filed with the Director of Emergency Management, Fire Chief, and Board of Health. The plan shall include:
- 1) provisions to protect against the discharge of hazardous materials or wastes to the environment due to spillage, accidental damage, corrosion, leakage, or vandalism, including spill containment and clean-up procedures;
 - 2) provisions for indoor, secured storage of hazardous materials and wastes with impervious floor surfaces;
 - 3) evidence of compliance with the Regulations of the Massachusetts Hazardous Waste Management Act 310 CMR 30, including obtaining an EPA identification number from the Massachusetts Department of Environmental Protection.
 - 4) proposed down-gradient location(s) for groundwater monitoring well(s), should the Planning Board deem the activity a potential groundwater threat.



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- G. Written notice of any violations of this Section shall be given by the Building Commissioner to the responsible person as soon as possible after detection of a violation or a continuing violation. Notice to the assessed owner of the property shall be deemed notice to the responsible person. Such notice shall specify the requirement or restriction violated and the nature of the violation and may also identify the actions necessary to remove or remedy the violations and preventive measures required for avoiding future violations and a schedule of compliance. A copy of such notice shall be submitted to the Building Inspector, the Board of Health, Conservation Commission, Town Engineer/Department of Public Works, and Water Department. The cost of containment, clean-up, or other action of compliance shall be borne by the owner and operator of the premises.

5.7. INTERSTATE OVERLAY DISTRICT

5.7.1 Purpose

The purpose of the Interstate Overlay District is to provide for the controlled development and utilization of those portions of land located within the Town that are intersected by roadways that are part of the Federal Interstate Highway System.

5.7.2 Scope of Authority

- A. The Interstate Overlay District is an overlay district that may be superimposed on the Industrial and General Business Districts. All uses permitted or allowed by special permit in the underlying districts shall be allowed in the Interstate Overlay District.
- B. The following additional uses shall also be allowed in the Interstate Overlay District by special permit from the Planning Board:
1. Automotive Refueling Station and accessory uses incidental thereto.
 2. Car Wash.
 3. Motor Vehicle Rental or Leasing Agencies, as an accessory use only.
- C. Limitations. The Planning Board may approve pursuant to this Section 5.8 not more than one additional special permit for the operation of an automotive refueling station during any subsequent calendar year, January 1 – December 31. Approvals shall be in addition to those automotive refueling stations (a/k/a gas stations) existing on the effective date of this Zoning Bylaw that are authorized by special permit or do otherwise exist on said date as a lawfully preexisting nonconforming use. This limitation shall not be deemed to impair or prevent the renewal of any license, special permit, or other governmental approval necessary to operate and maintain an automotive refueling station use granted prior to the effective date of this Section 5.8.

5.7.3 Location

The boundaries of the Interstate Overlay District shall be as shown on the Zoning Map under Section 4.2.

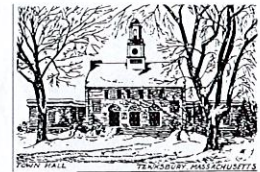
5.7.4 Dimensional Regulations

Dimensional Regulations. All dimensional regulations in the Interstate Overlay District shall be in accordance with the regulations of the underlying district(s).



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5.7.5 General Regulations

Parking and loading, signs, and landscaping and screening shall be in accordance with the requirements of the underlying districts.

5.7.6 Special Site Design Considerations

Applicants requesting to sell diesel fuel shall provide site design and sign standards that are designed to deter and exclude sale of diesel fuel to tractor trailers in combination, including but not limited to low canopies and slow rate pumps for the sale of diesel fuel, "No Tractor Trailer Service" signs, and on-site landscaping and parking, as approved by the Planning Board.

6. SITE DEVELOPMENT STANDARDS

6.1 OFF-STREET PARKING AND LOADING AREA REQUIREMENTS

6.1.1 Purposes

The purposes of this Section 6.1 are to:

- A. Provide for safe and convenient vehicular and bicycle parking areas and delivery areas; and,
- B. Promote safety for pedestrians, bicyclists, motor vehicle occupants, and property and business owners.

6.1.2. Applicability

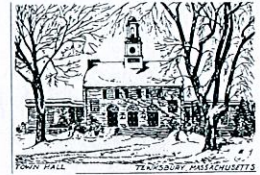
- A. Required Parking. No building or structure shall be located upon any lot and no activity shall be conducted upon any lot unless the required parking facilities are provided on site or as otherwise provided in accordance with this section.
- B. Change of use. The use of any land or structure shall not be changed from a use described in one section of the Appendix A, Table of Uses to a use described in another section of the Table of Uses, nor shall any net floor area of the building be increased in any manner unless the number of parking spaces for the new use are provided.
- C. Undetermined uses. In the case where the use of the building(s) has not been determined at the time of application for a building permit or special permit, the parking requirements applicable to the most intensive use allowed in the zoning district where the undetermined use is to be located shall apply.
- D. Town Center. Where any provisions of this Section 6.1 conflict with Section 6.4, Town Center Development Standards, the latter shall control.
- E. The Planning Board in considering a project under a Site Plan Review may allow for waivers of Section 6.1, Off-Street Parking and Loading Area Requirements, with the exception of Section 6.1.11.D. The waiver request must be specific in nature and the Planning Board must make specific findings to waive any of these requirements. Consideration will be given as to the necessity to meet the realistic requirements of the proposed development and satisfy the objectives of this Bylaw. The Planning Board will base its findings on the stated requirements of those sections of the bylaw listed above as well as standards that are established by other professional organizations, such as, but not limited to, parking standards published by the Institute of Transportation Engineers, standards of the American Society of Highway and Transportation Officials, Commonwealth agencies



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(DEP Stormwater Policy, for example) Urban Land Institute publications, and American Planners Association publications.

6.1.3. Off-Street Parking Requirements

- A. Minimum Number of Spaces. The minimum number of off-street parking spaces shall be provided in accordance with the Table of Parking Requirements below, except for personal service establishment, business or professional office, restaurant, fast-food or drive-in and retail showroom where there shall be no less than two spaces per use in addition to the Table of Parking Requirements or as determined otherwise by this Bylaw.
- B. Parking for Unspecified Uses. Off-street parking requirements for a use not specifically listed below shall be as determined by the Building Commissioner based on a listed use of similar characteristics of parking demand generation. For projects subject to Site Plan Review or requiring a special permit, the determination shall be made by the Planning Board.
- C. Parking a Greater Distance Than 500 Feet. Parking spaces located more than 500 feet from the building entrances they serve shall not be counted toward meeting the parking requirements unless the Planning Board determines that circumstances justify the inclusion of this parking in meeting the minimum parking requirements.

TABLE OF PARKING REQUIREMENTS

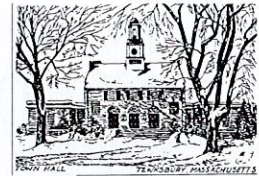
PRINCIPAL USE	MINIMUM REQUIRED SPACES
CONSERVATION, RECREATION USES	
Commercial agriculture, including farm stand	2 spaces per 500 square feet of gross floor area in the farm stand or farm store
Commercial agriculture, non-exempt, including farm stand	2 spaces per 500 square feet of gross floor area in the farm stand or farm store
Forestry management	No minimum parking required
Non-profit outdoor recreation, e.g., swimming, hiking, picnicking, fishing	1 space for the first 2 acres and 1 space for each additional acre. Additional parking shall be provided for each additional facility or land use in the park or recreation area, as per Institute of Transportation Engineering standards.
Camp, day camp only, e.g., summer camp for children	1 space per 3 children of camp program capacity
Municipal use	1 space per 2 employees plus 2 spaces per 300 square feet for visitors. For facility with indoor meeting space, add 1 space per 3 seats of seating capacity in each meeting room or area.
RESIDENTIAL USES	
Single-family or two-family dwelling	2 spaces for each dwelling unit
Townhouse, multifamily dwelling, units above the ground floor of a commercial building, or artist loft	1.5 spaces per unit for one- and two-bedroom units, plus 2 spaces per unit for units with 3 or more bedrooms, plus 10 percent for visitor parking



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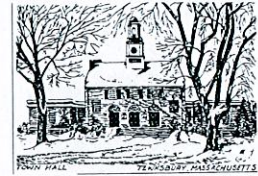
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PRINCIPAL USE	MINIMUM REQUIRED SPACES
Assisted living facility, nursing home or convalescent home, or other long-term care facility	0.5 spaces per unit, plus 1 space per 4 units for visitor parking plus 1 space per employee on the largest shift
Continuing care retirement community	1 space per independent living unit plus 0.5 spaces per assisted living or memory care unit plus 1 space per 4 units for visitor parking plus 1 space per employee on the largest shift
Independent living residence	1 space per independent living unit plus 1 space per 4 units for visitor parking
USES EXEMPT (SEC. 5.4.1) AND PUBLIC/PHILANTHROPIC OR INSITUTIONAL USES	
Religious use	1 space for every 3 seats of seating capacity
Educational use, public or non-profit	1 space for each staff position plus 1 space for each 5 persons of rated capacity of the largest auditorium plus 1 space for each student vehicle which can be expected at any time on the premises
Child care facility	1 space per 300 sq. feet.
Agriculture	Not applicable, except that for a farm stand, there shall be 1 space per 500 square feet of display area, whether indoor or outdoor
Cemetery (with or without crematorium)	Per Institute of Transportation Engineering standards.
Hospital	1 space per 5 inpatient beds, plus 1 space per 2 beds for visitors, plus 1 space per 2 employees on the largest shift, plus 1 space per 3 outpatient exam/service rooms, plus 1 space per 4 emergency room beds.
Nursing home, long-term congregate care, adult day care	1 space per 2 beds plus 1 space per 2 employees on the largest shift. With adult day care, add 1 space per 4 participants of total program capacity plus 1 space per 2 employees. For example, a program designed to accommodate 16 adult day care clients needs at least 4 parking spaces plus 2 spaces for 4 employees.
Function hall, community center, other place of assembly	1 space per 3 seats of seating capacity or as per Institute of Transportation Engineering standards
COMMERCIAL USES	
Retail Uses	
Retail store, shopping center, retail sale of alcoholic beverages, greenhouse	5 spaces/1000 square feet for the first 10,000 sq. feet. of gross floor area; plus 2.5 spaces/1000 square feet of gross floor area between 10,001 square feet and 25,000 square feet; plus 2 spaces/ 1000 square feet of gross floor area over 25,000 square feet
Automotive sales, leasing, and rental, used or new	1 space per 1,000 square feet of gross outdoor sales area, plus 1 space per 300 square feet of indoor sales area



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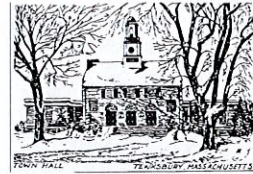
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PRINCIPAL USE	MINIMUM REQUIRED SPACES
Gasoline service station, with or without convenience store; or car wash, auto body shop	3 spaces for each service bay, pump, or work station. If including a convenience store, add 5 spaces per 1,000 sq. ft.
Commercial parking lot or garage, or taxi or limousine service	As per Institute of Transportation Engineering standards
Personal service establishment	1 space per 200 feet of gross floor area
Business or professional office	1 space per 300 feet of gross floor area
Hospitality, Food Services	
Restaurant	1 space for every 2.5 seats plus 1 space for every employee on the largest shift
Restaurant, fast-food or drive-in	1 space per 200 feet of gross floor area
Bed and Breakfast	1 space per sleeping unit plus 2 spaces for the dwelling unit
Inn, hotel or motel	1 space per sleeping unit plus 1 space for each employee on the largest shift
Public Service Uses	
Child care center	1 space per 8 children in a designated temporary parking area plus 1 per employee in a designated employee parking area.
Postal service	1 space per 300 square feet of gross floor area
Fraternal or membership organization; professional or trade organization	1 space per 3 seats plus 1 space per employee on the largest shift
Funeral home	1 space per 3 seats in the largest assembly area
Non-exempt educational use	1 space for each staff position plus 1 space for each 5 persons of rated capacity of the largest auditorium plus 1 space for each student vehicle which can be expected at any time on the premises
Sheltered bus stop	As per Institute of Transportation Engineering standards
Essential services	No minimum parking requirement
Culture, Entertainment Uses	
Museum or art gallery	1 space per 300 square feet of gross floor area
Cinema or theatre for live performances	1 space per 3 seats of seating capacity
Commercial Recreation	
Indoor commercial recreation, gym or athletic club, other fitness facility	1 space per 200 feet of gross floor area
Golf course	8 spaces per hole plus requirements for other facilities on the premises
Miniature golf	2 spaces per 1,000 square feet lot area
Camping facility with accommodations for tents, trailers/RVs	1 space per tent or RV site plus 1 per 300 square feet for other facilities on the premises
Other Commercial Uses	
Adult use establishment	1 space per 3 seats plus 1 space per employee on the largest shift
Veterinarian, Animal clinic or hospital with kennel	1 space per 200 feet of gross floor area
Pet services	1 space per 300 square feet of gross floor area
Kennel, commercial	1 space per 300 square feet of gross floor area
Self-storage facility	1 space per 3 storage bays



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PRINCIPAL USE	MINIMUM REQUIRED SPACES
INDUSTRIAL USES	
Research laboratories, high-tech biotech manufacturing, other manufacturing	1 space per 500 feet of gross floor area
Welding shop, storage, warehouse, distribution	1 space per 1000 feet of gross floor area
Transportation or freight terminal	1.0 spaces per 2000 square feet of gross floor area and for waiting area, if applicable, 6.5 spaces per 1000 square feet of gross floor area
Wireless communications facility	1 space
Plant, storage, substations for public utilities, or storage and sale of heating fuel	1 space per employee
Retail showroom and sale of products manufactured on the premises	1 space per 200 feet of gross floor area devoted to retail
Contractor's yard	1 space per employee
Stone or monument works	1 space per employee
Sale of lumber, farm supplies, similar products, including outdoor storage and sales	4 spaces per 1000 square feet of gross floor area
Accessory dwelling for use as watchperson's quarters only	space per dwelling unit

6.1.4 Mixed Use Requirements

In the case of mixed uses, the requirements shall be the sum of the requirement calculated separately for each area of use, so that adequate space shall be provided to accommodate the cars of all persons on the premises at any one time. Parking spaces for one use shall not be considered as providing the required spaces for any other use, except when it can be clearly demonstrated that the need for parking occurs at different times in accordance with Section 6.1.6.B.

6.1.5 Parking Requirement Relief

The Planning Board may by special permit authorize a decrease in the number of parking spaces required to be provided under this Section provided that:

- A. The decrease in the number of parking spaces is no more than 30% of the total number of spaces required. The number of parking spaces approved for a decrease shall be set aside and shall not be required to be immediately provided. These spaces shall be labeled as "Reserve Parking" on the site plan.
- B. Any decrease in the number of required parking spaces shall be based upon documentation of a special nature of a use or building.
- C. The parking spaces labeled "Reserve Parking" on the site plan shall be properly designed as an integral part of the overall parking layout, located on land suitable for parking development and in no case located within an area counted as buffer, parking setback, or open space.



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- D. The decrease in the number of required spaces will not create undue congestion or traffic hazards and that relief may be granted without substantial detriment to the neighborhood and without derogating from the intent and purpose of this Bylaw.
- E. If, at any time after the Certificate of Occupancy is issued for the building or use, the Building Commissioner determines that additional parking spaces are needed, the Commissioner shall notify the Planning Board, in writing, of that finding and the Planning Board may require that all or any portion of the spaces shown on the approved site plan as "Reserve Parking" be constructed.

6.1.6 Remote or Shared Parking

The Planning Board may grant a special permit for either nonresidential remote parking or nonresidential shared parking based on the following criteria:

A. Remote Parking

1. The property to be used for remote parking shall be owned or leased by the owner of the use being served by the remote parking, or the owner shall have a written agreement allowing for the remote parking to be used for the use served. Any written agreement shall be subject to approval by the Planning Board.
2. Except where valet parking or other transportation between the subject use and the remote parking is provided, the maximum distance between the site of the use and the remote parking shall be 500 feet.
3. The remote parking area and access from the remote parking area to the site of the use shall have reasonable and safe access, including adequate lighting, at all hours the remote parking area is in use.
4. The remote parking area shall be located on non-residentially zoned property.

B. Shared Parking

1. Shared spaces shall be available to jointly serve two or more uses on the same site that are not normally open or used during the same time or uses that do not have overlapping peak parking demands. The applicant shall show that peak parking demand, operating hours, and other similar factors for the uses justify the approval of shared space.
2. Not more than 50 % of the parking spaces serving the use or facility shall be counted as shared spaces.
3. A written agreement executed by all parties who are subject to the use of joint parking and that defines all aspects and responsibilities of the joint parking arrangement shall be approved by the Planning Board.

6.1.7. Parking Dimensions

Off-street parking facilities shall be laid out and striped in compliance with the following minimum provisions:



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ANGLE OF PARKING (degrees)	WIDTH OF PARKING STALL (ft.)	PARKING STALL LENGTH OF LINE (ft.)	WIDTH OF MANEUVERING AISLE (ft.)
90 (two-way)	9.5	18.5	24
60 (one-way)	9.5	24.0	18
45 (one-way)	9.5	28.0	14
Parallel (one-way)	8.0	22.0	14
Parallel (two-way)	8.0	22.0	18

6.1.8. General Design Requirements for Parking Facilities

- A. Backing Out. Parking facilities shall not be designed in a manner that requires backing out into a public way.
- B. Pavement. All parking spaces and driveways except for those serving single-family dwellings shall be paved. The Planning Board may approve a special permit to waive this requirement where circumstances justify a waiver and where the unpaved surfaces will not cause dust, erosion, a hazard, and unsightly conditions.
- C. Dead End Aisles. Dead end aisles shall not serve more than five parking spaces on either side of the aisle unless waived by the Planning Board.
- D. Curbing. Continuous curbing shall be provided around the edges of a parking lot and around landscaped islands within the parking lot to control access and drainage. The Planning Board may approve a special permit to waive this requirement where circumstances justify a waiver and where the lack of curbing will not result in a safety hazard.
- E. ADA & AAB Compliance. Curb stops, planting strips, or other similar means shall be provided to maintain a minimum usable sidewalk width of four feet or the minimum width required by the Americans with Disabilities Act. All parking facilities shall meet the requirements of the ADA and the Massachusetts Architectural Access Board Regulations at 521 CMR 23:00.
- F. Lighting. All lighting fixtures designed to illuminate the parking facility shall use cutoffs or directional lighting or similar in a manner designed to preclude direct light impacts on the adjoining streets and adjoining properties.

6.1.9. Residential Parking Facilities & Driveway Requirements.

- A. Tandem Spaces. One parking space may be provided directly behind another for each dwelling unit, provided that each stall shall meet the width and depth requirement of Section 6.1. Parking stalls more than two deep shall not consider the spaces that are in addition to the two spaces in computing the required parking.
- B. Driveways. Each driveway shall service not more than one lot. Subject to the granting of a special permit from the Planning Board, a driveway may be shared by not more than two lots. Each shared driveway shall be governed by a maintenance agreement running in perpetuity with the land. The frontage and area of a common driveway shall be in addition to the minimum frontage and area required under Section 5 of the bylaw.



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6.1.10. Nonresidential Driveway Requirements

- A. Access Driveway. Each lot may have one access driveway which shall be at least 24 feet wide at its narrowest point but not more than the required width for safe vehicle movements onto the adjacent roadway, without entering into the opposing lane. Each lot may have one additional access driveway for each 200 feet of frontage provided all access driveway(s) shall be at least 200 feet apart on the lot measured from the centerline of each access driveway. The minimum width of a one-way only access driveway may be reduced to 14 feet at its narrowest point.
- B. Access Driveway. Entrance and exit driveways shall be designed and located the maximum practicable distance from any intersection so as to minimize conflict with traffic and provide clear visibility and sight distances for the observation of approaching vehicular, bicycling and pedestrian traffic provided that no portion of an entrance or exit driveway at the edge of the street pavement shall be closer than 50 feet to a street intersection. The Planning Board may waive this requirement if it finds that practicable difficulties with the lot size or shape would result in no driveway being allowed under this provision.
- C. Uses shall arrange for shared egress if necessary to meet these requirements, unless the Planning Board determines that circumstances justify otherwise.
- D. Common Private Access Ways in the Business or Industrial Districts. To the extent feasible, lots and parking areas shall be served by common private access ways in order to minimize the number of curb cuts in these districts. Common access ways shall be in conformance with the standards of the Department of Public Works. Proposed documentation (in the form of easements, covenants, or contracts) shall be submitted with the site plan demonstrating that proper maintenance, repair, and apportionment of liability for the common access way and any shared parking areas has been agreed upon by all lot owners proposing to use the common access way.
- E. Common private access ways may serve any number of adjacent parcels deemed appropriate by the Planning Board. Common private access ways shall not be wider than 24 feet at any point where it crosses required open space or any required parking setback area.
- F. Interior Driveways. Interior driveways may be reduced to no less than 20 feet for two-way traffic and 14 feet for one-way traffic upon approval of a special permit by the Planning Board.
- G. Industrial Districts. In the I Districts, each lot shall have access only at designated driveways. Each lot may have not more than 1 access driveway and one 1 additional driveway for each 200 feet of street frontage above the minimum required. Driveways shall conform to this Section 6.1.10.
- H. Driveways on State Highways. For proposed access driveways on state highways, refer to Part 11 of the Massachusetts Amendments to the Manual on Uniform Traffic Control Devices.

6.1.11. Requirements for Business, Industrial, or Other Nonresidential Parking Facilities

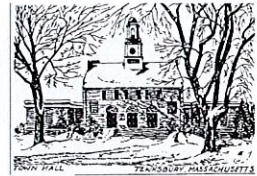
- A. Exemptions. The provisions of the section shall not apply to municipal uses.
- B. Construction. Required parking spaces, loading areas, and driveways shall be constructed and maintained with suitable grading, adequate drainage, and paved services.
- C. Buffers. Unless otherwise provided for in this Section 6.1, no parking space or other paved surface, other than access driveway(s) or walkways, shall be located within 10 feet of any lot line, or within 20 feet of a property line abutting a street right-of-way, and no parking space or other paved surface, other than access driveway(s)



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or walkways, shall be located within the limits of a landscape buffer area required by Section 6.1.

- D. Sidewalks. Sidewalks are required within the site where necessary for safe pedestrian access and circulation. There shall be a marked pedestrian aisle at each entrance to the building served by the parking lot. Sidewalks are required along all public ways to which the site abuts and must be connected to the sidewalks and pedestrian aisles within the site to provide safe access to entrance(s) to the building from the public way(s). Sidewalks shall be constructed in accordance with standards set forth by the Department of Public Works (DPW). It may be determined by the DPW during the pre-hearing interdepartmental review that a predetermined fee for use on the public way may be more advantageous to the Town at the time of permitting. This determination rests solely with the DPW.
- E. Parking Distance Limitation. Parking spaces more than 500 feet from the building entrance they serve may not be counted toward fulfillment of parking requirements unless the Planning Board determines that circumstances justify this greater separation of parking from the use and approves the distance under Section 6.1.6 A.
- F. Snow Storage. Parking facilities with 20 or more spaces shall designate a separate snow storage area exclusive of required landscaping and paved parking areas. For lots greater than 100 spaces, snow storage is required at 5,000 square feet of area per 43,560 square feet (one acre) of parking lot shown on a plan. The Planning Board may allow for a reduction of the required snow storage area based on approval of a snow removal plan.
- G. A minimum of one van accessible handicap parking space shall be provided at any nonresidential or mixed-use parking facility.

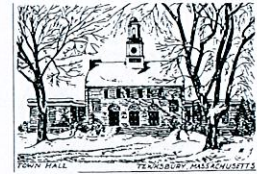
6.1.12. Landscaping Requirements

- A. General Standards. All parking lots and loading facilities shall be suitably landscaped to minimize their visual impact on the lot and upon adjacent property by the use of existing vegetation where appropriate and by the use of new trees, shrubs, walls, fences or other landscape elements.
- B. Any parking lot with more than 40 parking spaces shall include a landscaped area(s) not less than 5% of the total area of the parking lot. Landscaped area(s) shall be provided with a minimum width of at least 10 feet, curbing and native shade trees of at least 12 feet in height or such other landscaping as may be required by the Planning Board.
- C. Planted Area Requirements. Areas shall be planted with native plant species and shall contain an appropriate mix of flowers, shrubs, hedges and trees. Native plant species shall be appropriate to proposed use, siting, soils, and other environmental conditions. Where the Planning Board determines that the planting of trees is impractical, the applicant may substitute native shrubbery for trees.
- D. Shrubs and Hedges. Native shrubs and hedges shall be at least two feet in height at the time of planting and have a spread of at least 18 inches.
- E. Grass. Grass is preferable to mulch where practical.
- F. The use of pollinators is encouraged.
- G. Tree Preservation. Existing trees with a caliper of six inches or more shall be preserved wherever feasible.



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OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

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- H. Tree Requirements. Native deciduous trees shall be at least two inches in caliper as measured six inches above the root ball at time of planting. Deciduous trees shall be expected to reach a height of 20 feet within eight years after planting. Native evergreens shall be a minimum of eight feet in height at the time of planting.
- I. Buffers. The following buffer requirements shall apply.
 - 1. Nonresidential and Residential. Where nonresidential uses abut single-family residential districts, a landscape buffer of a minimum of 20 feet in depth may be required by the Planning Board. This landscape buffer shall be planted to mitigate the impact of the commercial, business, or industrial uses on the abutting residential districts. This provision may be construed to include residential districts located across a public way from the commercial, business or industrial use.
 - 2. Multifamily and Single-family Residential. Where multifamily uses abut single-family residential districts, a landscape buffer of a minimum of 20 feet in depth may be required by the Planning Board. This landscape buffer shall be planted to mitigate the impact of the commercial, business, or industrial uses on the abutting residential districts. This provision may be construed to include residential districts located across a public way from the commercial, business or industrial use.
 - 3. Maintenance of Landscaped Areas. The owner of the nonresidential use shall be responsible for the maintenance, repair, and replacement of all landscaping materials installed in accordance with this section. All plant materials shall be maintained in a healthy condition. Dead limbs, refuse, and debris shall be promptly removed. Dead plantings shall be replaced with new live plantings at the earliest appropriate season. Bark mulch and non-plant ground surface materials shall be maintained so as to control weed growth.
- J. Screening Maintenance. Plantings that are installed to serve as a screening buffer according to an approved site plan shall be maintained as a screening buffer by the owner in perpetuity.

6.1.13. Bicycle Parking

- A. Bicycle parking spaces shall be provided for any development or any use requiring eight or more vehicle parking spaces under Section 6.1.3.
- B. The requirements of this section may be modified by the Board if it finds that for the use and location, a modification is appropriate and in the best interest of the Town.
- C. When bicycle parking is required, there shall be one bicycle parking space per 15 motor vehicle spaces under Section 6.1.3. The computed number of bicycle parking spaces will be rounded up to the nearest whole number of bicycle spaces. Bicycle parking spaces shall be provided in addition to motor vehicle parking spaces.
- D. When bicycle parking is required, a minimum of two spaces shall be provided, and not more than 25 bicycle spaces will be required at a single site.
- E. A bicycle rack or bicycle storage fixture or structure shall be provided to accommodate bicycles. Bicycle racks or storage fixtures must be secured against theft by attachment to a permanent surface. Bicycle parking apparatus shall be installed in a manner that will not obstruct pedestrians or motor vehicle traffic.
- F. To the extent feasible, bicycle parking shall be separated from motor vehicle parking to minimize the possibility of bicycle/vehicle conflicts.



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- G. The following uses are exempt from bicycle parking requirements: cemetery, funeral home, automotive repair shop, car wash, or gas station.

6.1.14. Loading Areas

One or more off-street loading areas shall be provided for any business that may be regularly served by tractor trailer trucks or other similar delivery vehicles, so that adequate areas shall be provided to accommodate all delivery vehicles expected at the premises at any one time. Loading areas shall be located at either the side or rear of each building and shall be designed to avoid traffic conflicts with vehicles using the site or vehicles using adjacent sites.

6.2. SIGNS

6.2.1 Purpose

- A. The purposes of Section 6.2 are:
1. to protect the public's health, safety, welfare, and convenience;
 2. to protect and enhance the visual and aesthetic environment of the Town for a well maintained and attractive community;
 3. to enhance traffic safety by preventing sign overload excessive lighting, and clutter;
 4. to preserve and expand the economic vitality of the town;
 5. to encourage the effective use of signs as a means of communication, information, and advertisement; and,
 6. to assure that the benefits and burdens of sign regulation in the Town are equally distributed in keeping with the rights of free speech under the constitutions of the Commonwealth and the United States.
- B. This bylaw is hereby declared to be remedial and protective and is to be so construed as to secure the beneficial interests and purposes thereof. This bylaw is adopted pursuant to the Town Charter and the Massachusetts Home Rule Amendment.

6.2.2. Administration

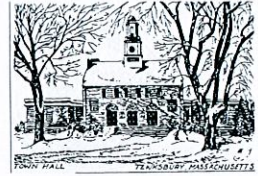
- A. Sign Officer. The Building Commissioner is designated as the Sign Officer and is charged with the enforcement of this Bylaw. The Sign Officer and any duly authorized agents shall, if permitted by the owner or otherwise lawfully authorized representative, or as otherwise permitted by law, and at reasonable times and upon presentation of credentials, enter upon the premises on which any sign is erected or maintained for the purpose of inspecting for compliance with the provision of Section 6.2.
- B. Permit Required. No sign shall be erected or installed until a permit is issued by the Sign Officer, except as otherwise provided in this Section 6.2. A sign permit application shall be filed with the Sign Officer containing all information, including photographs, plans, and scale drawings, as specified on the application form. The sign permit shall be issued if the Sign Officer determines that the sign complies or will comply with all applicable provisions of this Section 6.2. A schedule of content-neutral fees for sign permits shall be as determined by the Select Board.



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- C. Commercial and Non-commercial Signs. Wherever and however this Section 6.2 permits commercial signs, noncommercial messages, without restriction on content, shall also be permitted. No provision of this bylaw shall be interpreted or administered in a manner that regulates or restricts signs containing non-commercial messages more stringently than signs advertising business or commercial activities and uses, or that prohibits noncommercial messages on signs permitted for commercial purposes.
- D. Sign Waivers. The Planning Board, acting as the SPGA, may approve, approve with conditions, or disapprove, requests to waive the requirements of Section 6.2 if the Board makes all of the findings in numbers 1. through 5. below.
1. The Board shall not issue a waiver solely to allow larger signs or more signs than would otherwise be allowed. Prohibited signs listed in Section 6.2.4 shall not be subject this waiver provision.
 2. There are conditions unique to the property and exceptional circumstances that warrant the granting of a waiver.
 3. Waivers of the provisions would not be contrary to the purpose and intent of Section 6.2
 4. The architecture of the building, the location of the building or property, or the proposed use of the property is such that a waiver could be granted without detracting from the character of the site building or development and nearby properties and businesses, would not impact traffic or pedestrian safety, and would not be contrary to the public interest.
 5. There are no reasonable alternatives within the requirements of the sign bylaw to address the circumstances being put forth to justify a sign waiver.

6.2.3. Exempt Signs

The following are exempted from the provisions of Section 6.2, unless otherwise noted.

- A. The message of a sign.
- B. Agricultural signs which are accessory to agricultural uses protected under G.L. c. 40A, § 3.
- C. Traffic control signs and safety signs, including disability access signs.
- D. Temporary signs. See Sections 6.2.5. and 6.2.6
- E. Outward facing signs painted or placed on the inside of a window provided that the aggregate area of all the signs in the window shall not exceed 30% of the window area.
- F. Signs, banners, or markers required or erected by local, state, or federal government.
- G. Public utility identification markings.
- H. Address signs in residential districts which do not contain advertising copy.
- I. Names on private residences not used for business purposes.



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- J. Flags which are not used for advertising or commercial purposes.
- K. Customary signs on gasoline pumps indicating in standard size and form the name and type of gasoline and the price.
- L. Legal notice signs such as "no trespassing" and similar.
- M. Any sign limited solely to directing traffic or providing direction, such as arrows or entrance and exit signs or setting out restrictions on the use of parking areas and not exceeding 4 square feet in area.

See Section 6.2.9 for Transition District requirements.

6.2.4. Prohibited Signs.

The following signs are prohibited:

- A. Tethered, floating, or inflated devices of any kind.
- B. Signs on parked motor vehicles and where the Sign Officer determines that a vehicle's primary use is for the display of signage and not for transportation.
- C. Revolving, moving, flashing, or blinking signs, signs that appear to be in motion, animated signs, or signs with visible moving parts, except for signs which display public service information such as time and temperature.
- D. Signs or parts that contain or consist of animated parts, ribbons, streamers, spinners, or similar moving or fluttering devices, including feather banner and wind flag signs.
- E. Roof signs and signs protruding above the roofline of the building to which the sign is attached.
- F. Signs that obstruct the view of any traffic sign, signal, or other traffic device, or obstruct the view of a driver entering or exiting a street intersection or driveway intersecting with a street.
- G. Banners are prohibited unless specifically authorized under the provisions of Section 6.2

6.2.5. Temporary Signs, Non-commercial.

Temporary non-commercial signs shall be permitted as a matter of right if they satisfy all of the following conditions:

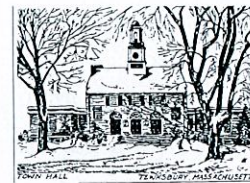
- A. No signs shall exceed six square feet in area and no portion of a sign shall be more than four feet in height from ground level.
- B. All signs shall be located on private property and a minimum of 10 feet from the edge of the pavement of any street or sidewalk.
- C. No signs shall obstruct traffic sight lines or pedestrian traffic.
- D. No signs shall be illuminated.



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- E. Unless otherwise provided for in this section temporary signs shall not be installed for a period to exceed 30 days. The Planning Board may waive this provision in accordance with Section 6.2.2.
- F. No event signs shall be installed sooner than 15 days prior to the event and shall be removed within four days of the conclusion of the event.
- G. Signs advertising the one-time sale of personal property or household accessories provided the sign shall not be posted more than twice in one year, nor for a period of more than seven days at any one time.

6.2.6. Temporary Signs, Commercial

Temporary commercial signs shall be permitted as a matter of right if they satisfy all of the following conditions:

- A. A temporary sign shall be located on private property and a minimum of 10 feet from the edge of the pavement of any street or sidewalk.
- B. No sign shall obstruct traffic sight lines or pedestrian traffic.
- C. No sign shall be illuminated.
- D. Unless otherwise provided for in this section temporary signs shall not be installed for a period to exceed 60 days. The Planning Board may waive this provision in accordance with Section 6.2.2.
- E. Temporary real estate signs shall not exceed 8 square feet in area for residential properties and 30 square feet in area for commercial and industrial properties, shall be limited to one sign per lot, and shall be removed 5 days after the sale, rental or lease of the property. If a property is for sale, one additional temporary sign shall be allowed.
- F. Temporary construction signs which advertise the development, and/or the owner, architect, builder, banker, and others responsible for the construction on the lot shall not exceed 32 square feet; shall be limited to 1 sign per lot or 1 sign per 300 feet of frontage of the lot; and shall be removed 25 days after the completion of the development or the construction. If a property is under development or a building under construction, one additional temporary sign shall be allowed.
- G. Temporary business signs such as "grand opening", "going-out-of- business", "special sale" and similar shall not exceed more than two signs per event. For businesses located within 100 feet of the street, each sign shall not exceed 50 square feet. For businesses located beyond 100 feet from the street, each sign shall not exceed 100 square feet.
- H. Temporary business signs other than in subsections E., F., and G. above are limited to two per business.
- I. No temporary signs shall be installed 15 days prior to the activity and shall be removed within five days of the conclusion of the activity.

6.2.7. Sign Standards

All signs shall conform to the following standards:

- A. Movement. Unless otherwise provided by Section 6.2, no sign shall contain any moving, flashing, or animated lights or visible moving parts of any digital display of variable content.



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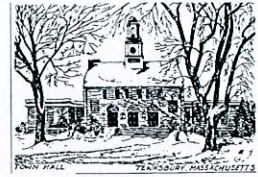
- B. Sign Area. The area of a sign shall include all lettering, wording and accompanying designs and symbols, together with the background on which they are displayed, any frame around the sign and any "cutouts" or extensions, but shall not include any supporting structure or bracing. The area of a sign consisting of individual letters or symbols attached to or painted on a surface, building, wall or window, shall be considered to be that of the smallest linear boundary which encompasses all of the letters and symbols.
- C. Illumination. Signs shall meet the following illumination standards, criteria and prohibitions.
1. No sign shall be illuminated between the hours of 12 a.m. and 6 a.m. unless the premises on which it is located is open for business.
 2. Neon lights are prohibited on free-standing and monument signs.
 3. Signs may be illuminated only by the following means:
 - a. By a white steady stationary light of reasonable intensity shielded and directed primarily at the sign.
 - b. By internally illuminated lighting devices of reasonable intensity.
 4. Signs containing electronic message boards, which shall mean a digital sign that exhibits changing or moving illumination, or a sign with moving letters, symbols or changing messages which are displayed via light emitting diodes (LED), liquid crystal display (LCD), plasma, or similar display technologies, shall not be allowed except by special permit from the Planning Board based upon the following criteria:
 - a. The business(es) utilizing the electronic message board is located on a site of over 10 acres of land.
 - b. The buildings and public entrances to the businesses are located at least 125 feet from the street.
 - c. There shall be no safety hazards created based on the illumination's effect on traffic patterns, traffic lights or public safety.
 - d. Each electronic message sign shall have a light detector which automatically adjusts brightness according to ambient light conditions. The brightness regulator shall not allow the sign to register more than 0.3 light candles over ambient light levels and shall be accompanied by a manufacturer's certification.
 - e. The dimensions of the message board area shall not exceed 41" H x 63" W.
 - f. Electronic message boards shall not be allowed in the Town Center District.
 - g. There shall be no scrolling or flashing, of messages or other displays.
 - h. The electronic message board sign letters shall be amber color only, with a black background.
 - i. Any message shall be displayed for a period of at least 10 seconds.
 - j. The Planning Board may waive criteria 4a. through 4i., above upon making findings of special circumstances that are specific and unique to the property and that waiver of these provisions would not be contrary to the purposes and intent of Section 6.2 and serve a public interest.



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- D. Sign Electrical Permit. No sign permit shall be issued for an electrically operated sign until the local wiring inspector has issued an electrical permit, if otherwise required, for that sign.
- E. Color. No sign shall contain red, amber, or green lights if those colors would, constitute a safety hazard for drivers and/or pedestrians, based on a finding by the Police Chief.

6.2.8. Residence District Requirements

Signs located in the F, VR, and MF Districts shall meet the following requirements.

- A. Residential Uses. A permitted residential use located within these zoning districts may erect one or more permanent signs that shall not exceed a total of eight square feet in the aggregate area.
- B. Signs may be freestanding, in which case they may not exceed four feet in height and shall be located at least 15 feet from any property boundary, and/or mounted on the building façade, no higher than eight feet from the base level of the building. Free-standing signs shall include the street address.
- C. Temporary Signs. Temporary signs may be installed in accordance with the requirements of Section 6.2.5.
- D. Nonresidential Uses. A permitted nonresidential use located within these zoning districts shall be allowed a maximum of two signs. All signs on an individual property shall not exceed 30 square feet in size in the aggregate. Signs may include a Freestanding, Monument, or Attached Wall sign. For a Freestanding or Monument sign, the sign shall not exceed six feet in height and shall not be located closer than 15 feet to any property boundary. An Attached wall sign mounted on the building façade shall be no higher than 12 feet from the base level of the building.
- E. Residential Development Sign – One sign identifying a subdivision, condominium or apartment development or similar residential development may be located at the entrance to that development. The sign shall not exceed 20 square feet in area and shall not exceed four feet in height. The sign shall be located so as to not block visibility of traffic entering and exiting the development.

6.2.9. Transition District Requirements

Signs located in the Transition District shall meet the following requirements.

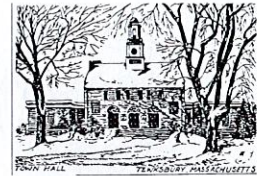
- A. Attached Wall Signs. One attached wall sign per permitted use not exceeding 15 square feet in size shall be allowed. Attached wall signs shall not contain more than 3 colors. The sign shall not be illuminated from within. Sign lighting shall be extinguished during non-business hours.
- B. Secondary Wall Signs. For any permitted use in the Transition District located on a corner lot and where the permitted use faces both streets, a secondary wall sign may be located on the building face fronting the secondary street. This sign shall not exceed 10 square feet in size.
- C. Freestanding Signs. Signs identifying entrances and exits may be erected. These signs shall not exceed six square feet in size. No other freestanding signs shall be permitted.



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6.2.10. Business, Commercial, and Industrial District Requirements

The following requirements pertain to all base districts except the F, R40, VR, MF, P, and TD Districts:

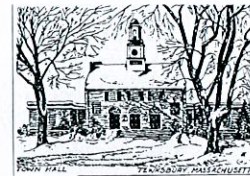
- A. Attached Wall Signs. Attached wall signs may be erected according to the following requirements.
1. The sign shall be firmly affixed to the building.
 2. The sign shall not project beyond the face of any other wall of the building or above the highest point of the eave.
 3. The sign shall not project more than 12 inches from the face of the wall to which it is attached.
 4. For businesses located in a multi-tenanted building along the front façade, the size of the wall sign shall be determined as follows:
 - a. Businesses located within 100 feet of the street – One wall sign with an area not to exceed $\frac{3}{4}$ of a square foot per linear foot of the business's façade.
 - b. Businesses located between 100 and 300 feet from the street – One wall sign not to exceed $1\frac{1}{2}$ square feet per linear foot of the business's façade.
 - c. Businesses located more than 300 feet from the street – One wall sign not to exceed two square feet per linear foot of the business's façade.
 - d. No wall sign shall extend above the eave of the roof line of a single-story building; extend higher than the bottom of the window sills of the second story of a building; or in the case of a gabled wall, no higher than a line equal in height to the lowest portion of the lower eave of any adjacent wall
 5. For a single business that occupies the entire first floor of a detached building, the size of the sign shall not exceed $\frac{3}{4}$ of the length of the front façade with a maximum sign size and height based on the size formula and height requirements of Section 6.10.A(4).
- B. Directory Sign. For buildings that have uses located above the first floor, a Directory sign identifying those uses in the building may be located adjacent to the main entrance to the building or the entrance to the floors above the first floor. The Directory sign shall only identify the names of the professionals or businesses, their profession or business type, and their floor and room number location. The Directory sign shall not exceed 14 square feet in area.
- C. Secondary Wall Signs. For any permitted use in the Business, Commercial, and Industrial districts located on a corner lot and where the permitted use faces both streets, a secondary wall sign may be located on the building face fronting the secondary street. This sign shall not exceed 50% of the permissible size of a sign fronting the primary street.
- D. Freestanding Signs or Monument Signs. Freestanding signs or Monument signs may be erected in accordance with the following requirements.



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1. Freestanding or Monument signs may not be erected within 15 feet of any street lot line or 10 feet of any side lot line.
2. Freestanding signs are limited to a height of 20 feet from the nearest pavement grade to the top of the sign structure. Monument signs are limited to a height of six feet from the nearest pavement grade to the top of the sign structure.
3. Freestanding and Monument signs may be double faced; however, the permitted area will be measured on one side only.
4. A freestanding sign shall not exceed 50 square feet in sign area. A monument sign shall not exceed 60 square feet in sign area.
5. A professional building shall be limited to one freestanding sign with a maximum size of 50 square feet or one monument sign with a maximum size of 60 square feet.
6. Shopping centers of at least 50,000 square feet in size shall be allowed one freestanding or monument sign at each entrance, but there shall not be more than two freestanding or monument signs in total. Each freestanding sign may be a maximum of 60 square feet. Each monument sign may be a maximum of 80 square feet.
7. All freestanding and monument signs shall be located within a landscape area equal to 125% of the sign area. The landscape area shall be maintained in a continuous manner to prevent the accumulation of weeds and trash. Dead plants, shrubs, and trees shall be replaced within the first growing season after their demise.

E. Projecting Blade Sign.

In the Town Center (TC), Mixed-Use Business (MUB), and General Business (GB) districts, two-sided projecting blade signs may be permitted subject to the following requirements.

1. There shall be only one sign per business and the sign shall be located on the same façade, or section of the façade, as the business advertised on the sign.
2. Only businesses located on the first floor shall be allowed a projecting blade sign.
3. The sign shall not project more than three feet from the building facade.
4. The sign shall not exceed six square feet of surface area per sign side.
5. The sign shall not exceed two inches in width.
6. The bottom of the sign shall not be less than nine feet and the top of the sign shall not be more than 15 feet above the sidewalk over which the sign projects.
7. The sign shall not be internally or externally lit.
8. No projecting blade sign shall be located directly above a public sidewalk, street, or any public area owned or controlled by the Town unless a permit authorizing the sign has been approved by the Select Board.

F. Sandwich Board/A-Frame Signs.



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Sandwich Board signs may be allowed in the Town Center (TC), Mixed-Use Business (MUB), and General Business (GB) zoning districts subject to the following requirements.

1. The maximum height of the sign shall be four feet.
2. The maximum area of the sign shall be six square feet per sign face, with no more than two faces allowed.
3. A-frame signs shall not form an angle not less than 15 degrees not more than 30 degrees.
4. Only one sign per business is allowed.
5. The sign shall be located within 15 feet of the business entrance.
6. The sign shall only include advertising for the business for which the sign permit was issued.
7. The sign shall be located so as to provide at least a five foot area of unobstructed walkway for safe pedestrian passage and shall not obstruct pedestrian passage in any way.
8. The sign shall not be illuminated in any manner.
9. The sign shall not obstruct sight lines or vehicular traffic.
10. The sign shall be placed outside the business only during business hours and shall be removed at the end of the business day.
11. The sign shall not be located in landscaped areas
12. The sign shall not include any attachments such as balloons, banners, reflectors, or similar.
13. Signs shall be constructed from durable materials, be weather resistant, and present a finished appearance. Wood and metal are recommended materials. Cardboard or similar flimsy materials are prohibited.
14. The sign shall be free-standing and shall not be attached in any manner to a building or other physical object.
15. The sign shall not be located on a public sidewalk, street or street right-of-way, or any public area owned or controlled by the Town unless a permit authorizing the sign has been approved by the Select Board.

G. Banner Signs. Banner signs may be allowed in any non-residential district subject to the following:

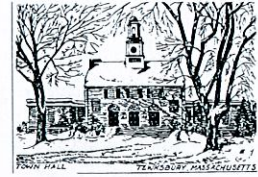
1. The Building Commissioner may grant a temporary sign permit for banner signs for purposes such as grand openings, sales events, and seasonal promotions.
2. Temporary banner sign permits shall be valid for a period of 30 days.
3. A banner sign of textile, synthetic material, or similar, may be either a vertical banner sign or a horizontal banner sign. It shall be affixed and secured to a building or permanent pole, such as a building canopy support pole, or a parking lot light pole.



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4. A vertical banner sign shall be no wider than two feet and no longer than 20 feet. A horizontal banner sign attached to the front façade of the business shall be no larger than 20% of the first floor front wall area of the business displaying the banner, with a maximum area in accordance with the following:
 - a. A building located within 100 feet of the street – maximum size 100 square feet.
 - b. A building located between 100 and 500 feet from the street, a maximum area of 300 square feet.
 - c. A building located more than 500 feet from the street, a maximum area of 400 square feet.
 5. The number of vertical banner signs shall not exceed the following:
 - a. For a commercial or business complex of 1 to 5 businesses: 5 banner signs
 - b. For a commercial or business complex of 6 to 20 businesses: 12 banner signs
 - c. For a commercial or business complex of more than 20 businesses: 25 banner signs
- H. Master Signage Plan. For any development that requires approval of a Site Plan Review or a Special Permit by the Planning Board, a Master Signage Plan shall be submitted as part of the application. If there are two or more buildings or individual business spaces proposed, the Master Plan shall include all proposed sign locations for all buildings and business spaces. The plan shall show the proposed placement, size, materials, framing, illumination, graphics and colors of the proposed signage.
- Once the sign plan is approved no sign permit shall be issued for any individual business unless it is in conformance with the Master Signage Plan.
- I. Additional Sign Requirements
1. Awnings. Awnings used as signs shall not project more than 36 inches from the face of the wall to which they are attached. The signage on the awning must comply with the size requirements of this Section.

6.2.11. Other Requirements

- A. Billboards and Non-accessory Signs. All billboards and non-accessory signs lawfully erected prior to June 1, 1965, shall be permitted provided no substantial changes are made in location, size, or design of the structure unless the changes are designed to bring the sign into conformance with Section 6.2.
- B. Nonconforming Signs. Signs lawfully erected before the adoption of this bylaw which do not conform to the provisions of this Section 6.2 may continue to be maintained and shall be regarded as nonconforming signs.
- C. Unsafe or Unlawful Signs. When any sign becomes unsecured, in danger of falling, or otherwise derelict or unsafe, or if any sign shall be unlawfully installed, erected, or maintained in violation of any of the provisions of law, the sign owner or the person or firm maintaining the sign shall, upon written notice of the Building Commissioner, immediately in the case of imminent danger, and in any other case within not more than 10 days, make the sign conform to the provisions this Section 6.2, or shall remove it. If within 10 days the order is not complied with, the Building Commissioner may, in conformance with state law, remove the sign at the expense of the owner or lessee.



Town of Tewksbury

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OFFICE OF TOWN CLERK



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- D. Derelict Signs. Signs which become decrepit, dilapidated, illegible, or dangerous to the public safety, shall be condemned and removed by the Building Commissioner. Costs may be recovered for the removal from the owner or lessor in the District Court.
- E. Maintenance of Signs. All signs permitted under Section 6.2 shall be appropriately maintained. Appropriate maintenance includes the replacement of missing letters, removal of peeling paint and repainting, replacement of any cracked or broken glass or plastic or similar, replacement of any failed lighting, and replacement of any broken, defective, worn out or damaged signs. If the Building Commissioner determines that a sign has not been maintained in accordance with this section, a notice to repair or remove the sign maybe issued to the sign owner to repair or replace the sign within 30 days.

6.3 OFF-PREMISES SIGNS. ELECTRONIC MESSAGE CENTER (EMC) SIGNS AND BILLBOARDS (COLLECTIVELY "OFF-PREMISES SIGNS")

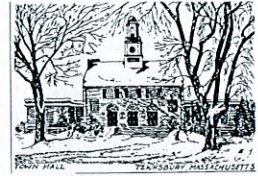
- A. Locations. Off-premises signs shall be permitted in the Industrial 1 and Office/ Research Zoning Districts located adjacent to either Interstate 93 or Interstate 495. No off-premises sign edge shall be located closer than 25 feet from the Interstate highway right-of way or within 1,000 feet of a Residential or Multifamily District or use.
- B. Special Permit. Off-premises signs are allowed only upon the grant of a special permit by the Select Board. Special permits may be limited to a term of the number of years specified by the Select Board and subject to an agreement executed with the Town.
- C. Application and Fee. Each application shall be submitted to the Selectmen accompanied by a filing fee of \$2,500. Ten copies of the application filing documents shall be submitted with the information below:
 - 1. Site Plan and area maps identifying the following features:
 - a. Location of any existing buildings, parking spaces, and traffic circulation patterns on the subject parcel;
 - b. Proximity of nearest residentially used or residentially zoned property, utilizing current area photographs and Tewksbury Assessors Maps;
 - c. Specific location of the proposed off-premises sign;
 - d. Details of proposed buffer/landscaping areas around the off-premises sign including species and caliper of any trees or shrubbery one foot or more above the ground in height;
 - e. Location of any existing off-premises sign(s) on the parcel; and
 - f. Photographs or illustrations of the proposed design of the off-premises sign.
 - 2. Additional Information – An application for an off-premises sign shall include the following additional information:
 - a. Detailed dimensions and area of any proposed off-premises sign;
 - b. Detail sheet of any proposed support structure specifying dimensions and construction type. Upon request by the Selectmen or the Building Commissioner, the applicant shall provide a structural analysis of the support structure, stamped by a licensed structural engineer; and,



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- c. Lighting proposal, including specifications of all proposed lighting fixtures to be either attached to the billboard, structure, or affixed to the ground.
 3. Additional Requirements:
 - a. Written authorization from the property owner or lawful occupant (such as a lease with a term of at least five years) granting permission to install the proposed off-premises sign; and
 - b. Any additional information as may be required by the Selectmen to assist it in determining whether the application complies with the provisions and requirements of this Section 6.4.
- D. Dimensional Restrictions and Design Guidelines. All off-premises signs shall be in compliance with the following requirements:
 1. All off-premises signs shall be permanently affixed to a main support structure. No portable off-premises signs shall be permitted.
 2. Off-premises signs shall not have excessive lighting. EMC signs shall use automatic level controls to reduce light levels at night and under cloudy or other darkened conditions.
 3. Exposed backs of off-premises signs, poles, and other support structures shall be of a color and finished so as to present an attractive and finished appearance that will blend with the natural surroundings.
 4. The following types of off-premises signs are prohibited:
 - a. Animated, projected, moving or giving the illusion of movement (including any moving parts), scrolling, flashing, revolving, and blinking, and intermittently flashing illuminated billboards, beacons (or any light directed at any location other than the billboard itself), searchlights, pennants, and inflatable billboards, including balloons;
 - b. Billboards with physical movements of any kind;
 - c. EMC signs that change at intervals of less than once every 10 seconds. Changes of image shall be instantaneous as seen the human eye and shall not use fading, rolling, window shading, dissolving or similar effects;
 - d. Tri-vision billboards;
 - e. Video billboards or billboards that otherwise give the illusion of video or moving images;
 - f. Billboards with sound;
 - g. Billboards with pyrotechnics; and
 - h. Billboards that by reason of position, wording, illustration, size, shape or color obstruct, impair, obscure, interfere with the view of, or may be confused with, any traffic control signal or device, or that may otherwise obstruct or interfere with traffic.
 5. An off-premises sign shall not be located within 1,500 linear feet of any other off-premises sign.



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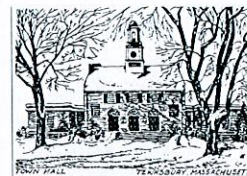
6. An off-premises sign may be double sided. No individual off-premises sign or sign face shall exceed 672 square feet in total area on each side or shall exceed 14 feet in height by 48 feet in width.
 7. An off-premises sign shall be mounted on a pedestal or other support structure.
 8. No off-premises sign shall be located on any building, whether erected or otherwise placed or painted on the building.
 9. No off-premises sign shall be located on or otherwise attached to a tree, utility pole, fence, or rock.
 10. Lighting or other illumination related to the off-premises sign shall not project glare or negatively impact abutting properties and shall not shine onto abutting roadways;
 11. There shall be a 10-foot wide landscaped buffer installed around the base of the support structure to minimize its visual impact.
- E. Criteria for Approval. The Selectmen shall approve an application for a Special Permit under Section 6.4 unless it finds that all of the following conditions are not met. The conditions shall be incorporated into any Special Permit decision:
1. The specific site is an appropriate location for the proposed off-premises sign and the design and layout complies with the standards and requirements set forth in this bylaw;
 2. The proposed off-premises sign shall not adversely affect the abutting neighborhood or have the effect of causing a hazard to motorists;
 3. The off-premises sign, including supports, braces, guys, and anchors, shall be kept in good repair.
 4. All special permit approvals are subject to any necessary approvals, restrictions, and conditions required or issued by the Commonwealth and/or the federal government.
 5. The Selectmen, in granting a special permit, may require additional conditions and safeguards as it deems necessary for protection of the public health, safety, and welfare.
- F. Off-premises Sign Maintenance and Removal. Off-premises signs shall be maintained and be required to be removed in accordance with the following.
1. All off-premises signs and supporting structures shall be kept in good repair and free of wear and tear, rust, and other indices of deterioration.
 2. An off-premises sign permitted under Section 6.4 that is abandoned, discontinued, blank, or is in disrepair for a period of 120 days shall be cause for its removal. For purposes of this section, an off-premises sign will satisfy this condition if:
 - a. There is no advertising paid for by a person or company other than the off-premises sign owner or advertising an interest other than specified in the rental agreement of the off-premises sign;
 - b. The off-premises sign advertises a business, service, enterprise, or activity that is no longer operating or being offered or conducted; or



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- c. The advertising message of the off-premises sign displays becomes illegible in whole or substantial part.
 3. The Building Commissioner shall notify the off-premises sign owner, lessee, and manager of the off-premises sign, as the case may be, in writing, specifying a 45-day period to remove or repair the off-premises sign. If the off-premises sign has not been removed or repaired within such time period to the satisfaction of the Building Commissioner, the Building Commissioner may revoke the off-premises sign building permit and take appropriate action forthwith to remove the sign. All expenses for the removal shall be borne by the off-premises sign owner, lessee, and/or manager as determined by the Building Commissioner.
 4. If the Building Commissioner determines that an off-premises sign is an immediate threat to public safety irrespective of any stays granted to the off-premises sign owner, lessee, or manager, the Building Commissioner may cause any off-premises sign, abandoned or not, and any portion of its support structure if deemed part of the public threat, to be immediately removed, or the threatened area to be cordoned off. All expenses for protecting the public, including the removal of the off-premises sign or stabilization of the public safety threat, shall be borne by the off-premises sign owner, lessee, as determined by the Building Commissioner. An off-premises sign that is not abandoned may be returned to its original position, but only after repairs have been made and the public safety threat has been abated, to the satisfaction of the Building Commissioner.
- G. Surety. The Applicant shall provide a financial surety to the Town in accordance with G.L. c. 44 § 53G ½, that will secure the full cost of the removal of any off-premises sign which is found to be abandoned, discontinued, blank, or is in disrepair, as determined under Section F(2) above. The Applicant shall deposit with the Town Treasurer a surety in an amount that shall be determined by the Selectmen. Upon removal of the off-premises sign, any remaining funds shall be returned to the Applicant in accordance with G.L. c. 44 § 53G ½.
- H. On-premises Signs. Nothing in Section 6.4 shall be applicable to on-premises signs.

6.4 TOWN CENTER DISTRICT DEVELOPMENT STANDARDS

Development in the Town Center District shall conform to the following building and site standards in order to be eligible for site plan approval under Section 3.6 or a special permit from the Planning Board. These standards are supplemental to, not a substitution for, the dimensional and design regulations in Section 5.

- A. Setbacks
1. No use or activity other than landscaping, outdoor dining, public art, sidewalks, seating, street furniture, multi-use paths, or signs shall be permitted between the front building line and the curb. Off-street parking shall not be allowed except by special permit from the Planning Board and no special permit shall be granted except for lots with less than 100 feet of frontage.
 2. The maximum front setback may be increased to accommodate amenities such as a plaza, square, courtyard, recessed entrance, sidewalk, multi-use path, raised terrace, façade offsets, bike racks or outdoor dining, but not for automobile use.
 3. Permitted Encroachments



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- a. Low impact stormwater management features may encroach into the first four feet of a required setback. The features may include but are not limited to: rain barrels or cisterns, six feet or less in height; planter boxes; bioretention areas; or similar features with approval from the Planning Board.
- b. Porches, stoops, balconies, marquees, arcades, awnings/canopies, building eaves, roof overhangs, gutters, downspouts, light shelves, and bay windows may encroach up to 2 feet into a required setback.
- c. Structures below and covered by the ground may encroach into a required setback.

B. Height

1. The maximum height limits in Section 5.3.3 do not apply to spires, belfries, cupolas, domes not intended for human occupancy; monuments, water tanks/towers or other similar structures which, by design or function, must exceed the established height limits.
2. The following accessory structures may exceed the height limit by not more than 5 feet:
 - a. Chimney, flue or vent stack, spire, smokestack, water tank, windmill;
 - b. Rooftop deck, patio, shade structure;
 - c. Monument, steeple, flagpole;
 - d. Accessory radio or television antenna, relay tower;
 - e. Transmission pole, tower or cable;
 - f. Garden, landscaping;
 - g. Skylight;
 - h. Cupola, clock tower, or decorative tower not exceeding 20% of the principal building footprint; or,
 - i. Solar panel, wind turbine, rainwater collection system.
3. The following accessory structures may exceed the height limit by not more than 10 feet, provided: (1) they do not occupy more than 25 percent of the roof area; and, (2) are set back at least 10 feet from the edge of the roof.
 - a. Elevator or stairway access to roof;
 - b. Greenhouse; and,
 - c. Mechanical equipment
4. An accessory structure located on the roof shall not be used for any purpose other than a use incidental to the principal use of the building.

C. Sidewalks

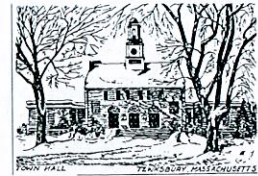
1. Except as provided below, any development of 10,000 square feet or more shall provide a sidewalk at least 6 feet wide and a planting zone along the full length of the front lot line, except for the entrance to the driveway. Sidewalks may be located wholly or partially within the street right of way. If on the lot, sidewalks shall be considered part of the minimum required landscaped open space.



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2. Sidewalks shall be separated from the road, wherever feasible, with a landscaped buffer/planting zone meeting the requirements of Section E(1) below. The landscaped buffer may contain street design elements such as benches.
3. Outdoor restaurants and café seating, merchandise displays, planters, and sandwich board signs that are located on the sidewalk shall be located no more than 3 feet from the building and shall leave a pathway of at least 4 feet that is free of obstruction.
4. A development of less than 10,000 square feet may provide a sidewalk meeting the minimum specifications of this section or provide a payment in lieu of sidewalk construction to the Tewksbury Sidewalk Fund.
5. In its discretion, the Planning Board may authorize a payment in lieu by special permit for a development of 10,000 square feet or more where construction of a sidewalk is infeasible for physical or economic reasons. The burden of proof shall be on the applicant.

D. Walkways

1. All developments shall provide walkways connecting building entrances to building entrances, buildings to streets, and buildings to sidewalks and adjacent public features such as parks and playgrounds, with minimal interruption by driveways or curb cuts.
2. Parking lot aisles and access and interior driveways shall not count as walkways. Walkways should be designed with wider gathering points that may include special features such as water elements or public art. The Planning Board may require benches and other places for people to wait, bicycle racks, stroller bays, and other sheltered spaces near building entrances.
3. Wherever possible, walkways should have some degree of enclosure achieved through the use of building fronts, trees, low hedges, arcades, trellised walks, or other means in order to define the pedestrian space.
4. Walkways and related pedestrian amenities shall be considered part of the minimum required landscaped open space.

E. Landscaping

1. There shall be a minimum planting zone of 4 feet between the sidewalk in front of a building and the curb. Shade trees and other plantings shall be incorporated in the landscaping plan to help to soften the building façade, create a protective barrier between the street and sidewalk, reduce solar glare, reduce stormwater runoff, absorb pollutants, provide shade, create an appealing environment, and contribute to a sense of place. Selection of shade trees and street trees shall conform to Planning Board guidelines. Landscaping shall be organized in clusters of plantings rather than in a rigid linear arrangement along the front lot line.
2. Wherever possible, unity of landscape design shall be achieved by repetition of certain plant varieties and other materials and, where appropriate, by correlation with adjacent properties.
3. Side yards and rear yards shall be landscaped with trees, shrubs, walls, fences, or other landscape elements to reduce the visual impact of the principal use on adjacent property. On lots abutting a single-family residential district, landscaping shall consist of a substantially sight-impervious screen of evergreen foliage at least 8 feet in height or planting of shrubs and trees complemented by a sight-impervious fence of at least



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5 feet, but not more than 8 feet, in height, or such other type of landscaping as may be required by the Planning Board.

4. Wherever possible, existing trees and mature, healthy vegetation shall be preserved and changes to the natural topography of a site shall be minimized.
5. Site landscaping shall not block a driver's view of oncoming traffic.

F. Exterior Lighting. Throughout the TC District, the goal of an exterior lighting plan shall be to light sidewalks and walkways, building entrances, and parking areas in a consistent, attractive, safe, and unobtrusive manner that minimizes off-site impacts. Toward these ends, exterior lighting shall conform to the following standards, and shall be in accordance with a lighting plan approved by the Planning Board.

1. Pedestrian Lighting

- a. Pedestrian lighting shall be designed to add to the character, aesthetic appeal, and safety of a development and thereby promote greater pedestrian activity.
- b. Pedestrian lighting shall use consistent fixtures, source colors, and illumination levels. To prevent glare and light pollution, light fixtures shall be downcast or full cutoff fixtures.
- c. When pedestrian lighting is used in conjunction with street lighting, the pedestrian lighting shall be clearly distinguishable from the ambient street lighting to clearly define the pedestrian path of travel.
- d. Placement of fixtures shall facilitate uniform light levels and work with the placement of sidewalks, landscaping, signage, building entries, and other features to contribute to the overall continuity of the streetscape and development. The Planning Board prefers the use of a greater number of low fixtures in a well-organized pattern over the use of minimum number of tall fixtures.

2. Parking Areas

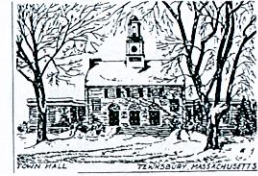
- a. Within parking areas, there shall be a unified lighting system that provides functional, attractive lighting throughout the lot.
- b. Fixtures shall be full cutoff and designed to minimize spill light and glare onto adjacent properties. Parking area lighting adjacent to residential districts shall direct the light away from residential properties and limit off-site light levels.
- c. Parking area lighting shall be turned off one hour after the close of business except as needed to provide for minimum security levels.
- d. Parking area lighting shall complement the lighting of adjacent streets and properties and shall use consistent fixtures, source colors, and illumination levels. When adjacent to pedestrian circulation and gathering areas, parking area lighting shall not overpower the quality of pedestrian area lighting.



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G. Access and Parking

1. No vehicular driveway or parking lot shall be placed between the front building line and front lot line, or in front of a building as seen from the street if the building is located on a different lot than the driveway or parking lot. A driveway and parking lot may be placed in the front of a building that is located in the rear of another building when viewed from a street. No driveway or parking lot shall be located between a pedestrian gathering space and a street except for a pedestrian gathering space located behind a building when viewed from a street. No driveway or parking lot shall intersect or be mixed with a pedestrian gathering space.
2. Vehicular driveways and parking lots may be located to the side and rear of buildings, to the rear of a pedestrian gathering space, or underground. Where parking is located to the rear of buildings with additional buildings behind, a quadrangle effect should be created to allow parking, landscaping, and walkways or bikeways surrounded on all sides by shops and activity centers.

H. Buildings

1. On any lot abutting Route 38/Main Street the main entrance shall be on the front façade, which shall face the street.
2. Blank walls facing a public street or pedestrian plaza are prohibited. Walls or portions of walls where windows are not provided should have architectural treatment, exceptional design elements such as masonry elements that provide texture and color, decorative tile work, artwork, opaque or translucent glass, or lighting fixtures.
3. Rooflines shall provide visual interest, be in keeping with the surrounding character, and be used to break up massing wherever appropriate. When the gable end of a building faces the street, it must be peaked and not flat. Modulating rooflines is encouraged, such as with dormers, varying the direction of the slope, having different projecting architectural elements, or using a variety of exterior cladding materials.
4. The building front facades shall be articulated to achieve a human scale and interest, especially at the ground floor of the building. The application of different textures, shadow lines, and detailing shall be required for site plan approval.
5. Upper-story exteriors shall be accentuated with balconies, terraces, or porches to provide depth to the building and enliven the façade.
6. The ground floor of the front of buildings facing the street shall be designed for occupancy by businesses that are essential for a high-level activity zone, e.g., retail and restaurants. Large buildings that face Main Street but are set back via a courtyard may have a wider variety of ground floor nonresidential uses, such as commercial entertainment, health care, or business services.
7. The main business entrance to each ground floor business, identified by larger doors, signs, canopy, or similar means of accentuation, shall be from the building front.



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8. Ground floor display windows shall be framed on all sides by the surrounding wall and shall be highlighted with frames, lintels, and sills or equivalent trim features, or may instead be recessed into the wall or projected from the wall.
9. The main features of the architectural treatment of the building front facades, including the materials used, shall continue on all sides of the building that are visible from a street or a pedestrian gathering space.
10. Accessory structures, air conditioning equipment, electric utility boxes, satellite dishes, trash receptacles, and other ground level utilities shall not be visible from the street and adjacent lots.
11. Rooftop mechanical equipment shall be screened from public view by the use of architecturally compatible materials.
12. Applicants shall incorporate sustainable design principles wherever possible.
13. Where first-floor residential uses are allowed, access to the units shall be via a stoop or porch unless such access conflicts with architectural access requirements in the State Building Code. An elevated entrance shall not be required for live/work units.

I. Additional Requirements for Town Center Major Developments

1. Pedestrian Gathering Spaces. Any development of 25,000 square feet or more shall provide one or more pedestrian plazas or similar gathering spaces for outdoor dining, public art, or social or cultural activities. The purpose of pedestrian gathering spaces is to encourage residents, customers, and employees of Route 38 businesses to linger, shop, and socialize, and to experience the commercial corridor on foot wherever possible. Pedestrian gathering spaces shall be open to the general public.
 - a. The pedestrian gathering space (or combined spaces if more than one) shall measure at least 5% of the net floor area on the lot, but not more than a total of 2,500 square feet and shall be required. At least one pedestrian gathering space shall measure 1,500 square feet or more with a minimum side dimension of 20 feet. No pedestrian gathering space shall measure more than 3,000 square feet. The Planning Board may grant a special permit for a smaller pedestrian gathering space if it meets the purposes of this Section.
 - b. The pedestrian gathering space shall be a natural gathering spot at the street level in front of a building, on the side of a building, or in between buildings, which is to be used exclusively by pedestrians and shall connect to the sidewalk and walkways. For purposes of this Section, a landscaped pedestrian arcade located within a building footprint and open to the outdoors may be counted toward the minimum area required for a pedestrian gathering space.
 - c. Where possible, the pedestrian gathering space shall be open on one side to an adjacent larger space, natural view, or activity area such as an outdoor cafe, coffee cart, food stand, game tables, or playground. Within the pedestrian gathering space, at least one seating area or activity pocket shall be placed along the edge of the space looking into the plaza. The pedestrian gathering space shall provide pedestrian amenities such as benches, kiosks, and other partly enclosed outdoor structures to facilitate waiting or group activities. For a gathering space with sitting walls, they shall be no higher than 20 inches and at least 12 inches wide. Creativity is encouraged in the design of the pedestrian gathering space and the activities it supports. Efforts should be made to align open spaces with adjoining properties.



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- d. Shade trees, ornamental trees, and other landscaping shall be included to provide shelter from the sun, to reduce noise, to beautify/enhance the appearance of the district, and to mitigate exhaust fumes. All landscaping shall use species that are tolerant to the climate conditions in Tewksbury and shall be designed to facilitate ongoing maintenance and watering.
- e. Nothing in this Bylaw shall prohibit the serving of foods and drinks at outdoor tables in a pedestrian gathering space.
- f. A pedestrian gathering space shall be considered part of the minimum required landscaped open space. The area required for a sidewalk shall not be included in the pedestrian gathering space.

7. SPECIAL USE REGULATIONS

7.1 FAMILY SUITE

A Family Suite is allowed as an accessory use in a single-family dwelling in R40, F, TD, MF and VR districts in accordance with the following requirements and by special permit of the Planning Board. Except as noted, these requirements are not subject to relief through a variance

- A. A family suite may have a maximum floor area not to exceed 1000 square feet upon approval by the Planning Board through Site Plan Review.
- B. Common entries and open decks shall not be included in the square footage calculation of the family suite.
- C. A family suite can have a maximum of 2 bedrooms.
- D. The family suite shall be contiguous with the single-family dwelling with direct access or connected with a common closed entry.
- E. The family suite shall not have its own front door, however, it may have a side or rear exit with an open deck and egress.
- F. Any structural addition of a family suite must meet all front, side, and rear setbacks and lot coverage requirements for the district unless variances are granted by the ZBA in accordance with G.L. c. 40A, § 10.
- G. No more than 3 related persons shall occupy the family suite.
- H. A minimum of one additional off-street parking space shall be provided, but a separate driveway is not permitted.
- I. Annual certification by notarized affidavit shall be provided to the Town Clerk's Office that the owner of the property, except for bona fide temporary absence, occupies one of the two dwelling units as a primary residence. Failure to provide a certified affidavit on an annual basis shall be sufficient cause for the Planning Board to revoke Special Permit. Failure to provide a certified affidavit on an annual basis shall represent sufficient cause for the Building Commissioner to issue a Notice of Zoning Violation to the owner and to undertake such remedial action as the Building Commissioner may determine is necessary.
- J. The property with a family suite must comply with Title V of the State Environmental Code. Hook-up to Town sewer shall be required if the service is available and, if not, as soon as Town sewer becomes available.



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- K. Only one family suite may be constructed in any dwelling.
- L. The Planning Board may impose any conditions it deems appropriate to satisfy the Town's interest in limiting the number and degree of persons who may occupy a family suite at any one time, together with such other conditions as it may deem appropriate, if any, including but limited to, provisions calling for the termination of the special permit and all rights granted thereunder in the event of a foreclosure sale of the premises for which the special permit has been granted by a mortgagee or any lien holder of record with priority over the special permit.
- M. Notwithstanding anything else contained in this Bylaw to the contrary, if the owner or a child of the owner has a disability and requires assistance with Activities of Daily Living (ADLs), the family suite may be occupied by a personal care attendant who need not be related to the owner. In such case, a letter from a licensed physician, verifying the disability and the need for assistance with ADLs shall be submitted to the Building Commissioner.
- N. The Planning Board may impose such special conditions, safeguards, and limitations on time and use as it deems appropriate.

7.1.1 HOME OCCUPATION

- A. In any Residential district, a customary home occupation, incidental to the principal residential use, is permitted as of right only if all of the following conditions are met:
 - 1. No nonresident shall be employed therein;
 - 2. There shall be no stock in trade kept nor commodities sold on the premises except for goods produced by the owner of the business or by immediate family members residing on the premises;
 - 3. Not more than 25% of the existing gross floor area of the dwelling unit in the principal building, not to exceed 600 square feet, is devoted to such use;
 - 4. There shall be no display of goods or wares visible from the street;
 - 5. All advertising devices visible from off the lot are specifically prohibited;
 - 6. No equipment, machinery, or materials other than types normally found in or compatible with a dwelling shall be allowed;
 - 7. The buildings or premises occupied shall not have a detrimental impact on the neighborhood due to exterior appearance, emission of odor, gas, smoke, dust, noise, electrical disturbance, or in any other way. In a structure containing more than one dwelling unit, the use shall not become objectionable or detrimental to any residential use within the structure;
 - 8. Any such building shall include no feature of design not customary in buildings for residential use; and,
 - 9. The minimum required parking for the residential use shall not be reduced or made unusable by the home occupation.
- B. Home Occupation by Special Permit. A home occupation may be allowed by special permit issued by the Zoning Board of Appeals, provided that it:



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1. Fully complies with subsections (A)(4), (A)(6), and (A)(7) above;
2. Is conducted within a dwelling solely by the person(s) occupying the dwelling as a primary residence and, in addition to the residents of the premises, by not more than one additional employee;
3. Does not exhibit any exterior indication of its presence, or any variation from residential appearance, except for a sign or name plate in conformance with Section 6.2.
4. A special permit for such use is granted by the Zoning Board of Appeals, subject to conditions including, but not limited to, restriction of hours of operation, maximum floor area, off-street parking, and maximum number of daily customer vehicle trips. Such special permit shall be limited to 5 years, or the transfer of the property, whichever first occurs.

7.3 ADULT USES

7.3.1. Purpose

The purpose of this section is to regulate the location of the adult use establishments; to prevent the associated secondary effects of these establishments; and to protect and promote the general welfare, health and safety of the residents of Tewksbury.

7.3.2 Special Permit Required

The operation of an adult use establishment shall require a special permit from the Planning Board. The Planning Board may impose conditions, safeguards and limitations as it deems appropriate to protect the neighborhood or the Town including, but not limited to:

- C. Screening of parking areas or other parts of the premises from adjoining premises or from the street by specified walls, fences, plantings or other devices;
- D. Modification of the exterior features or appearances of the structure(s);
- E. Limitation of size, number of occupants, method and time of operation and extent of facilities;
- F. Regulation of number, design and location of access drives, drive-up windows and other traffic features;
- G. Requirement for performance bonds or other security; and,
- H. Installation and certification of mechanical or other devices to limit present or potential hazard to human health, safety, welfare, or the environment resulting from smoke, odor, particulate matter, toxic matter, glare, noise, vibration, or any other objectionable impact generated by the use of land.

7.3.3 Conditions

Development or operation of adult use establishments shall meet the following conditions:

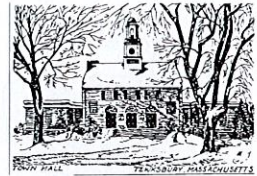
- A. Adult use establishments shall be restricted to operation only within or in an Industrial district or the Office Research district.
- B. There shall be no more than:



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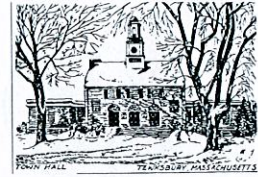
1. one adult bookstore permit, adult video permit, or adult paraphernalia permit granted for each 15,000 residents of the Town as listed in the last state census; prior to a second adult bookstore permit being issued there shall be 30,000 residents of the Town as listed in the last state census; or,
 2. one adult motion picture theater permit granted for each 24,000 residents of the Town as listed in the last federal census; or,
 3. one adult cabaret permit for each 24,000 residents of the Town as listed in the last federal census.
- C. No adult use establishment permit shall be granted if the proposed location is within 1320 feet of another presently existing or permitted adult use establishment.
- D. No adult use establishment permit shall be granted if the proposed location is within 1320 feet of an establishment licensed under G.L. c. 138, §12; a public school or playground; a municipal building or use; a cemetery; a commercial amusement center or park; a hospital or nursing home; a private or religious, sectarian or denominational school, building or use.
- E. No permit shall be granted for an adult use establishment in an area otherwise properly zoned if the specific location is within 1000 foot radius of an interstate highway ramp where the ramp intersects with a Town or state owned roadway.
- F. No permit shall be granted for an adult use establishment in an area otherwise properly zoned if the specific location is within a 1320 foot radius of an R40, or MFD District unless the use is physically separated from the residential districts by an interstate right of way, with no direct access from the right of way to the residential, heavy industrial and office research district.
- G. No special permit for an adult use establishment shall be granted to any person convicted of violating the provisions of G.L. c. 119, § 63 or G.L. c. 272, § 28.
- H. The hours in which adult use establishments are open to the public shall be limited as follows: adult bookstore, adult paraphernalia store, adult video store, or similar adult use establishment between the hours of 9:00 A.M. and 9:00 P.M.; adult motion picture theater, adult cabaret club, or similar adult use establishment between the hours of 4:00 P.M. and 12:00 Midnight.
- I. Design Standards. Development or operation of adult use establishments shall meet the following design standards:
1. The yard space, building height, and any other provisions of the Zoning Bylaws applicable to the Commercial districts shall apply to lots within the Adult Entertainment District unless contrary to the provisions contained in this section.
 2. A landscaped buffer which shall be a minimum of 60 feet in depth designed to mitigate the impact of the adult use establishment on abutting properties shall be required by the Planning Board between the use and the adjacent properties.
 3. No adult use establishment may have any flashing lights visible from outside the establishment or theater.



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7.3.4 Signs

- A. No adult use establishment shall be eligible to apply for a special permit requesting an accessory sign.
- B. The highest point on any adult use advertisement sign may be no higher than 24 feet above ground level.
- C. No adult use advertisement sign may contain any moving, flashing or animated lights, or visible moving or movable parts.

7.3.5 Mandatory Findings by the Planning Board

The Planning Board shall not issue a special permit unless, without exception, it finds that:

- A. The proposed use is in harmony with the purpose and intent of this Bylaw;
- B. The proposed use complies with all applicable requirements of this Bylaw; and,
- C. The proposed use will not prove injurious to the safety or general welfare of the neighborhood within which it proposes to locate nor will the proposed use prove destructive of property values.

7.3.6 Regulations and Fees

The Planning Board shall adopt and, from time to time, amend regulations, not inconsistent with the provisions of this Bylaw or G.L. c. 40A or other applicable provision of the General Laws, and shall file a copy of these regulations with the Town Clerk. The regulations shall prescribe as a minimum the size, form, contents, style, the number of copies of plans and specifications, and the Town boards or agencies from which the Planning Board shall request comments. The Planning Board may adopt, and from time to time, amend fees sufficient to cover reasonable costs incurred by the Town in the review and administration of the Special Permit.

7.4 LARGE-SCALE GROUND MOUNTED SOLAR PHOTOVOLTAIC FACILITIES

7.4.1 Purpose

The purpose of this Section 7.4 is to regulate the creation of new large-scale ground-mounted solar photovoltaic installations by providing standards for the placement, design, construction, operation, monitoring, modification, and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning and removal of these installations. The provisions set forth in this section shall apply to the construction, operation, and/or repair of large-scale ground-mounted solar photovoltaic installations.

7.4.2 Applicability

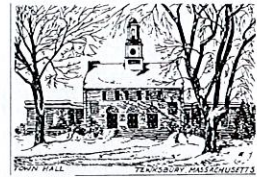
This section applies to large-scale ground-mounted solar photovoltaic installations proposed to be constructed after the effective date of this section. This section also pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment. A Large-scale Ground Mounted Solar Photovoltaic Facility shall be defined as a Solar Photovoltaic system that is structurally mounted on the ground, is not roof-mounted, and has a minimum nameplate capacity of 250 kW DC. There shall be no ground mounted Solar Photovoltaic system allowed unless as permitted in this Bylaw.



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7.4.3 General Requirements for All Large-Scale Solar Power Generation Installation

The following requirements are common to all solar photovoltaic installations to be sited in specific designated locations.

- A. Compliance with laws, bylaws, and regulations. The construction and operation of all large-scale solar photovoltaic installations shall be consistent with, and insofar as pertinent, compliant with all applicable local, state, and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a solar photovoltaic installation shall be constructed in accordance with the State Building Code in force and applicable at any relevant time.
- B. Building permit and building inspection. No large-scale ground-mounted solar photovoltaic installation shall be constructed, installed, or modified as provided in this section, nor shall construction or installation be commenced without first obtaining the necessary or appropriate permits.
- C. Special Permit. All large-scale ground-mounted solar photovoltaic installations shall require a special permit from the Planning Board prior to the issuance of a building permit.
- D. General. All applications for a large-scale ground-mounted solar photovoltaic installation shall be submitted in accordance with the Planning Board's rules and regulations governing site plans as may be amended from time to time. All substantive plans or other technical documents submitted in support of the application shall have been prepared by engineers or surveyors licensed to practice in Massachusetts.

7.4.4 Additional Information

In addition to the information required for a site plan application, the following additional information shall be submitted for each large-scale ground-mounted solar photovoltaic installation:

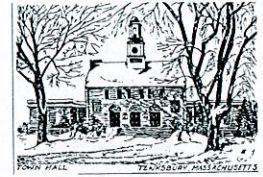
- A. Drawings of the solar photovoltaic installation showing the proposed layout of the system and any potential shading from nearby structures;
- B. One- or three-line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices;
- C. Documentation of the major system components to be used, including the PV panels, mounting system, and inverter;
- D. Name, address, and contact information for proposed system installer;
- E. The name, contact information, and signature of any agents representing the applicant in connection with the special permit application process, or general project oversight following the issuance of any special permit;
- F. Documentation of actual or prospective access and control of the project site
- G. An operation and maintenance plan;
- H. Description of financial surety;



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- I. Vegetated buffer plan showing size, type, and amount of trees/shrubs to be installed to protect street(s) and residential homes from view of site, which buffer as approved within the reasonable discretion of the Planning Board, is hereby required for any installation pursuant to this section;
- J. Site Control. The applicant shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed solar photovoltaic installation. Fencing, if installed, shall be subject to approval by the Planning Board, and shall not consist of barbed wire or razor wire;
- K. Operations and Maintenance Plan. The applicant shall submit a plan for the operation and maintenance of the large-scale ground-mounted solar photovoltaic installation, which shall include measures for maintaining safe access to the installation as well as general procedures for operational maintenance of the installation and emergency shutdown of the site if needed and,
- L. Utility Notification. No large-scale ground-mounted solar photovoltaic installation shall be approved by the Planning Board until satisfactory evidence has been submitted to the Planning Board that the electric utility has been informed of the applicant's intent to install an interconnected customer-owned generator.

7.4.5 Dimension and Density Requirements

For large-scale ground-mounted solar photovoltaic installations, the following dimensional requirements shall apply.

- A. Lot Area: The minimum lot or parcel size for any installation shall be 5 acres.
- B. Setbacks: 50 feet front and 20 feet side and rear yard setbacks are required, provided that setbacks shall be 200 feet from any adjoining residential lot line unless waived by the Planning Board based upon findings of sufficient buffering and screening and a determination that the waiver is in the best interest of the Town.
- C. Height: The height of any or all structures comprising the large-scale ground-mounted solar photovoltaic facility shall not exceed 20 feet above the pre-existing natural grade underlying each particular structure unless waived by the Planning Board based upon findings of sufficient buffering and screening and a determination that the waiver is in the best interest of the Town.

7.4.6 Appurtenant Structures

All structures appurtenant to large-scale ground mounted solar photovoltaic installations shall be subject to the dimensional requirements of the zoning district in which they are located. All appurtenant structures, including, but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible and harmonious with each other. Whenever feasible, in the reasonable opinion of the Planning Board, structures should be sheltered from view by vegetation and/or joined or clustered to avoid adverse visual impacts.

7.4.7 Design Standards

The following standards shall apply to all large-scale ground-mounted solar photovoltaic installations in addition to those contained in the Site Plan Review Regulations.

- A. Signage. Signs on large-scale ground-mounted solar photovoltaic installations shall comply with all provisions of this Zoning Bylaw relative to signs. A sign consistent with these provisions shall be required to identify the owner of the premises, as well as the operator of the solar photovoltaic installation, if different from the owner, and provide a 24-hour emergency contact phone number. Solar photovoltaic installations shall not be used for



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displaying any advertising except for reasonable identification of the manufacturer or operator of the solar photovoltaic installation.

- B. Utility connections. Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections from the solar photovoltaic installation underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the electric utility. If an existing above ground connection solution already exists, however, this can be used if it meets the requirements of the electric utility. Electrical transformers for utility interconnections may be aboveground if required by the electric utility concerned with the project.
- C. Glare. The plan shall show how the abutting properties and local traffic will be protected from glare or reflected light from the installation.

7.4.8 Safety and Environmental Standards

- A. Emergency services. The large-scale solar photovoltaic installation applicant shall provide a copy of the project summary, electrical schematic, and site plan to the local Fire Chief and concerned electric utility. Upon request, the applicant shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the solar photovoltaic installation shall be clearly marked. The applicant shall identify a responsible person for public inquiries throughout the life of the installation.
- B. Solar photovoltaic installation conditions. The large-scale ground-mounted solar photovoltaic installation applicant shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the local Fire Chief and emergency medical services. The applicant shall be responsible for the cost of maintaining the solar photovoltaic installation and any access road(s), unless accepted as a public way.

7.4.9 Abandonment or Decommissioning

Any large-scale ground-mounted solar photovoltaic installation that has reached the end of its useful life or has been abandoned consistent with Subsection 7.4.10 of this section shall be removed. The applicant shall physically remove the installation no more than 150 days after the date of discontinued operations. The applicant shall notify the Planning Board by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of all of the following:

- A. Physical removal of all large-scale ground-mounted solar photovoltaic installations, structures, equipment, security barriers and transmission lines from the site.
- B. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.
- C. Stabilization or re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to existing vegetation. All disturbed areas shall be covered with a minimum of 6 inches of good quality top soil before seeding.

7.4.10 Abandonment

Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances deemed reasonable by the written acknowledgment of the Planning Board, which shall not be unreasonably refused, the solar



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photovoltaic installation shall be considered abandoned when it fails to operate for more than one year without the written consent of the Planning Board. The failure to operate shall be conclusively determined based on the records showing the power supplied by the installation to the grid. If the applicant of the large-scale ground-mounted solar photovoltaic installation fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the Town may order the removal of the installation.

7.4.11 Financial Surety

As a condition of the Special Permit, the Planning Board shall require the applicant to provide surety in an amount approved by the Planning Board to be necessary to ensure the proper removal of the installation. The form of the surety shall be through an escrow account, surety bond, or other means of like character acceptable to the Planning Board. The amount of the surety shall be based on a fully inclusive estimate of the costs associated with removal and site restoration, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation or the increased market rate cost of the equipment and services necessary to achieve the removal and site restoration. In no case shall the amount of the surety exceed 125% of the cost of removal and compliance with the additional requirements set forth herein. A surety shall not be required for municipally or state-owned facilities.

7.5 REMOVAL OF SAND, GRAVEL, QUARRY OR OTHER EARTH MATERIALS

No sod, loam, sand, gravel, or quarry stone shall be removed for sale (except when incidental to and in conformity with the construction of a building for which a permit has been issued in accordance with the Building Laws), except by special permit from the ZBA.

8. OTHER DEVELOPMENT REGULATIONS

8.1 NONCONFORMING USES AND STRUCTURES

8.1.1 Applicability

- A. This Bylaw shall not apply to structures or uses lawfully in existence or lawfully begun, or to a building or special permit issued before the first publication of notice of the public hearing required by G.L. c. 40A, § 5 on this Zoning Bylaw, or any relevant part thereof. Lawfully pre-existing nonconforming uses and structures may continue, provided that no modification of the use or structure shall be allowed unless authorized under this Section 8.1.
- B. Nonconforming Uses. The ZBA may issue a special permit to extend a nonconforming use only if it determines that the change or extension shall not be substantially more detrimental than the existing nonconforming use to the neighborhood. The ZBA shall not allow an existing nonconforming use to be changed to another nonconforming use.
- C. Nonconforming Structures. The ZBA may issue a special permit to reconstruct, extend, alter, or change a nonconforming structure only if it determines that such reconstruction, extension, alteration, or change shall not be substantially more detrimental than the existing nonconforming structure to the neighborhood.
- D. Variance Required. The reconstruction, extension, or structural change of a nonconforming structure in such a manner as to increase an existing nonconformity, or create a new nonconformity, including the extension of an exterior wall at or along the same nonconforming distance within a required yard, shall require the issuance of a variance from the ZBA; provided, however, that this provision shall not apply to nonconforming single-family and two-family residential structures, which shall be governed by Section 8.1.2 below.



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8.1.2 Pre-Existing Nonconforming Single and Two Family Residential Structures

- A. Pre-Existing Nonconforming single-family and two-family residential structures may be reconstructed, extended, altered, or structurally changed upon the issuance of a building permit if the Building Commissioner determines that the proposed reconstruction, extension, alteration, or change does not increase the nonconforming nature of the structure. The following 5 conditions shall not be deemed to increase the nonconforming nature of a single-family or two-family residential structure and shall be used in the Building Commissioner's determination.
1. Any reconstruction, extension, alteration, or change to a structure which complies with all current setback, yard, building coverage, and building height requirements but is located on a lot with insufficient area, where the reconstruction, extension, or alteration or change will also comply with all of current requirements of this Bylaw.
 2. Any reconstruction, extension, alteration, or change to a structure which complies with all current setback, yard, building coverage, and building height requirements but is located on a lot with insufficient frontage, where the reconstruction, extension, or alteration or change will also comply with all current requirements of this Bylaw.
 3. Any reconstruction, extension, alteration, or change to a structure which encroaches upon one or more required yard or setback areas, where the reconstruction, extension or alteration or change will comply with all current setback, yard, building coverage, and building height requirements; the provisions of this subsection shall apply regardless of whether the lot complies with current area and frontage requirements.
 4. Any extension, alteration, or change to the side or face of a structure which encroaches upon a required yard or setback area, where the extension or alteration or change will not encroach upon such area to a distance greater than the existing structure; the provisions of this subsection shall apply regardless of whether the lot complies with current area and frontage requirements. The setbacks for this provision shall not be less than 25 feet on the front and 10 feet on the side and rear.
 5. Any extension, alteration, or change to a nonconforming structure which will not increase the footprint of the existing structure provided that existing height restrictions shall not be exceeded. The setbacks for this provision shall not be less than 25 feet on the front and 10 feet on the side and rear.
- B. If the Building Commissioner determines that the nonconforming nature of the structure would be increased by the proposed reconstruction, extension, alteration, or change, the ZBA may allow the proposed reconstruction, extension, alteration, or change if it finds that the proposed modification will not be substantially more detrimental to the neighborhood than the existing nonconforming structure.

8.1.3 Nonconforming Lots; Reduction or Increase

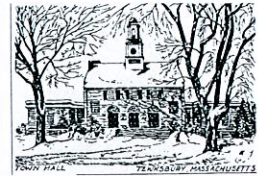
- A. Any lot, or open space on a lot, including yards and setbacks, shall not be reduced or changed in area or shape such that the lot, open space, yard, or setback is made nonconforming or more nonconforming unless a special permit has been granted under the provisions of this Bylaw. However, this Section 8.1.3 shall not apply in the case of a lot a portion of which is taken for a public purpose.
- B. A nonconforming lot which has come into conformity shall not again be changed to a nonconforming lot.



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- C. Any off-street parking or loading spaces, if already equal to or less than the number required to serve their intended use, shall not be further reduced in number except as provided in Section 6.1.

8.1.4 Abandonment or Non-Use

- A. A nonconforming use or structure which has been abandoned or not used for a period of two years shall lose its protected status and be subject to all provisions of this Zoning Bylaw.
- B. A nonconforming use shall be considered abandoned when the premises have been devoted to another use, or when the characteristic equipment and the furnishing of the nonconforming use have been removed from the premises and have not been replaced by similar equipment within two years unless other facts show intention to resume the nonconforming use.

8.1.5 Reconstruction after Catastrophe or Demolition

A nonconforming structure may be reconstructed after a catastrophe or after demolition, provided that the owner shall apply for a building permit and start operations for reconstruction on the premises within two years after the catastrophe or demolition, and provided that the building(s) as reconstructed shall be only as great in volume or area as the original nonconforming structure or provided that the building meets all applicable requirements for yards, setback, and height. In the event that the proposed reconstruction would cause the structure to exceed the volume or area of the original nonconforming structure or exceed applicable requirements for yards, setback, and/or height, a special permit shall be required from the ZBA.

8.1.6 Reversion to Nonconformity

No nonconforming use shall, if changed to a conforming use, revert to a nonconforming use.

8.2 MULTIFAMILY DEVELOPMENTS

8.2.1 Purpose

The purpose of this Section 8.2 is to regulate the development of multifamily dwellings by establishing eligibility requirements and reasonable conditions for construction. This section is not intended to supersede, modify, or conflict with the powers and duties delegated to the Planning Board pursuant to the Subdivision Control Law, G.L. c. 41, §§ 81K - 81GG.

8.2.2 Applicability

This section applies to the construction of multifamily developments in any district in which they are allowed as of right or by special permit from the Planning Board in accordance with Section 5 of this Bylaw.

8.2.3 Submission Requirements and Procedures

Application for a special permit under this Section 8.2 shall be in accordance with the Planning Board's regulations and Section 3.5 of this Bylaw. Where multifamily developments are a permitted use, approval shall be subject to Site Plan Review by the Planning Board under Section 3.6.



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8.2.4 Design Standards for Multifamily Developments

Except in the Town Center District, multifamily developments shall meet the following standards:

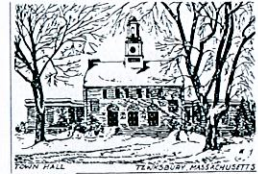
- A. Any site proposed for a multifamily development shall have a minimum lot area of one acre and a minimum frontage of 150 feet on a public or private way that is open for public use. However, the Planning Board may waive the minimum lot frontage to not less than 40 feet on a public way provided that a suitable private access road into the site area can be constructed with the reduced frontage;
- B. Maximum density shall be seven units per acre nor more than 14 bedrooms per acre. This will allow for flexibility in the number of bedrooms per unit to vary from one to three bedrooms. The ratio of three-bedroom market rate units to three-bedroom affordable units (as required under Section 8.3) shall be 1 to 1. No more than 5% of the total site area within the wetlands and/or flood plain shall be used in calculating maximum density for the site. If more than 5% of the site is in wetlands or flood plains, the portion that exceeds 5% shall be deleted from the area used to determine maximum density;
- C. The maximum coverage of the site available for use by all buildings, including garages, and carports shall not exceed 30% of the site area;
- D. Maximum building height shall be 45 feet unless waived by the Planning Board;
- E. No building within the development shall be constructed within 50 feet of any perimeter of site;
- F. All lighting shall be directed away from adjoining property;
- G. Services.
 - 1. All utilities shall be installed underground using standards established by the Planning, Health, Building, and Public Works Departments of the Town. Sewage shall be disposed of by means of adequate connections as required by state and local Departments and Board of Health;
 - 2. If curbside pick-up of trash and recycling materials is not viable, there shall be shared waste disposal facilities (such as dumpsters for household trash and dumpsters for recycling) adequately sized for the development as determined by the Board of Health;
- H. The distance between the buildings that are structurally connected by roofing, fencing, or other means but not enclosed or heated shall be determined by the Planning Board. Distance parameters will be determined on the aesthetics, created by the design, practicality of design, and the effect on the development by the design. The Planning Board shall determine any distance parameters between buildings not covered under this Bylaw;
- I. Any roadway or access drive located within 50 feet of a property line other than the front property line shall be shielded from the property line by a buffer of trees satisfactory to the Planning Board between the roadway and property line for the entire length of the roadway within the 50-foot area. This planting shall be in addition to any existing vegetation between the property line and the proposed roadway and shall be placed a maximum of 40 feet apart;
- J. Walkways, tables, benches, or flowering bushes or trees may be allowed in 50- to 100-foot buffer areas at the discretion of the Planning Board to improve the aesthetics of the site and views from surrounding areas;



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- K. Television, radio, and communications services shall be supplied by a central system with underground connections;
- L. Not less than 60% of the upland area of the site available for use shall be set aside as open space. The open space shall remain free from structures, parking and drives, and this area shall be left either in its natural state, attractively landscaped, or developed for outdoor recreational facilities. Unless waived by the Planning Board, suitable recreational facilities shall be provided within the required open space. The owner or owners shall be responsible for the maintenance of common areas, including but not limited to snow plowing within the site limits and rubbish disposal. No outside burning of rubbish or inside incineration shall be permitted; and,
- M. Any application for a Multifamily Development special permit shall comply with Section 8.3 of this Bylaw.

8.2.5 Design Standards for Multifamily Developments in the Town Center District

Multifamily Developments shall be subject to Site Plan Review by the Planning Board under Section 3.6 and shall comply with Section 6.4, as applicable, and the following additional requirements. Where any requirements in this section conflict with Section 5.3.3, this section shall govern.

- A. The proposed site shall have a minimum lot area of 40,000 square feet and minimum lot frontage of 150 feet on Main Street;
- B. Maximum building coverage shall not exceed 35% of the lot area; and,
- C. No building within the development shall be constructed within 50 feet of the lot line of an abutting single-family dwelling.

8.2.6 Off-Street Parking

- A. Provision shall be made for not less than 2 parking spaces per unit, one of which shall be completely enclosed. Detached parking garages will be permitted and designed so as to complement the building design and site layout, but shall not be constructed within setback areas.
- B. Enclosed parking spaces shall be 10 feet wide and 20 feet long and unenclosed parking spaces shall be not less than 9.5 feet wide and 18.5 feet long unless waived by the Planning Board.
- C. Additional enclosed or unenclosed parking spaces shall be provided for guests and recreational areas as indicated below:
 - 1. Guest: 1 parking space per 2 dwelling units
 - 2. Tennis Court: 2 parking spaces per court
 - 3. Recreation buildings/swimming pools: 1 parking space per 10 dwelling units, but not less than 10 parking spaces.

8.2.7 Criteria for Waivers

Where the Planning Board is specifically authorized to waive a requirement in this Section 8.2, the Board shall base its



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decision upon findings that the waivers will provide for improved aesthetics created by the design, and practicality of design to lessen environmental, neighborhood, and public service impacts

8.2.8 Design Guidelines

Whether proposed by special permit or through Site Plan Review, multifamily developments shall comply with design guidelines, if any, adopted by the Planning Board and kept on file with the Town Clerk and Department of Community Development.

8.3 AFFORDABLE HOUSING REQUIREMENTS

8.3.1 Purposes

The purpose of this Section 8.3 is to provide affordable housing choices throughout the Town, and to provide for a diverse, balanced, and inclusive community, with housing for people of all income levels as a matter of basic fairness and social responsibility.

8.3.2 Applicability

- A. Any application to the Planning Board for construction of six or more dwelling units on one or more contiguous parcels in the Multifamily District, Town Center District, Mixed-Use Business, or Village Residential District, or for an Open Space Residential Development special permit under Section 8.4, shall be subject to the provisions of this Section 8.3.
- B. Development shall not be segmented to avoid compliance with this Section 8.3. Segmentation shall mean one or more divisions of land that cumulatively result in a net increase of three or more lots or dwelling units above the number existing 36 months prior to an application to develop any parcel or set of contiguous parcels held in common ownership or under common control on or after the effective date of this Section.

8.3.3 Basic Requirements

- A. Except as provided in subsection (B) below, at least 15% of the units in any development subject to this Section 8.3 shall be affordable housing as defined in Section 2, Definitions. Fractions equal to or greater than 0.5 shall be rounded up to the nearest whole number.
- B. In any OSRD development that is subject to this Section 8.3, at least 10% the total dwelling units shall be affordable housing. Fractions equal to or greater than 0.5 shall be rounded up to the nearest whole number.

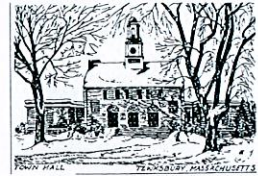
8.3.4 Methods of Compliance

- A. On-site units. Construction of affordable units on the site of the project is the preferred approach to creating affordable housing. On-site units shall be required for any multifamily development or mixed-use development.
- B. For an Open Space Residential Development units must be provided on-site until such time that the Town reaches its 10% affordable housing requirement under G.L.c.40B, §§20-23. Once the 10% requirement is achieved, the fee in lieu of affordable units will be allowed at the discretion of the Planning Board and will be deposited in the Tewksbury Affordable Housing Trust Fund. The fee-in-lieu per unit shall be determined by the Select Board or its designee.



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8.3.5 Timing of Construction, Provision of Affordable Housing

Affordable units shall be provided coincident to the development of market-rate units, but in no event shall the construction of affordable units or payment of the fee-in-lieu of units be delayed beyond the schedule noted below.

Market-rate Unit %	Affordable Housing Unit %	Mixed Use Commercial (if applicable)
Up to 30%	None required	None required
30% plus 1 unit	At least 10%	At least 25% completion
Up to 50%	At least 30%	At least 50% completion
Up to 75%	At least 50%	
75% plus 1 unit	At least 70%	At least 75% completion
Up to 90%	100%	100% completion
Fractions of units shall not be counted.		

8.3.6 Location of Affordable Housing Units

All affordable units constructed or rehabilitated under this Bylaw shall be situated within the development so as not to be in less desirable locations than market-rate units in the development and shall, on average, be no less accessible to public amenities, such as open space, as the market-rate units. Affordable units within market-rate developments shall be integrated with the rest of the development and shall be compatible in design, appearance, construction, and quality of materials with other units. Interior features of affordable units shall comply in all respects to the minimum design and construction standards of the Department of Housing and Community Development (DHCD) for the Local Initiative Program.

8.3.7 Marketing Plan for Affordable Units

Affordable units shall be rented or sold in accordance with an affirmative fair housing marketing plan approved by DHCD.

8.3.8 Preservation of Affordability; Restrictions on Resale

No building permit shall be issued until the applicant executes an enforceable agreement with the Town, in a form acceptable to Town Counsel, and provides evidence acceptable to the Department of Community Development that the agreement has been recorded at the Middlesex North Registry of Deeds. The agreement shall provide for long-term affordability of the affordable units in the development and for compliance with the requirements of the Local Initiative Program for units eligible for the Subsidized Housing Inventory. "Long-term" shall mean in perpetuity or the maximum period allowed by law unless the Planning Board approves a shorter term, but in no event shall "long-term" mean less than 30 years.

For an affordable homeownership unit, no certificate of occupancy shall be issued until the applicant submits documentation acceptable to the Department of Community Development that an affordable housing deed rider in a form acceptable to Town Counsel and DHCD has been signed by the homebuyer and recorded at the Middlesex North Registry of Deeds.



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8.3.9 Planning Board Regulations

The Planning Board shall adopt regulations to administer Section 8.3, including submission requirements, procedures, and fees, and may also adopt guidance documents to assist in the implementation of this Section.

8.4 OPEN SPACE RESIDENTIAL DEVELOPMENT

8.4.1 Purpose

The Purposes of OSRD are to:

- A. Further the goals and policies of the Town's Master Plan;
- B. Allow for greater flexibility and creativity in the design of residential subdivision developments;
- C. Encourage preservation of open space, agricultural land, forestry land, wildlife habitat, other natural resources including aquifers, waterbodies and wetlands, and historical resources in a manner that is consistent with Tewksbury's Master Plan;
- D. Encourage a more creative and thoughtful approach to land development that decreases burden on municipal economy, minimizes disturbance and loss of undeveloped open space and utilizes and incorporates existing topography and natural features of the land to achieve a more environmentally sound design than with a conventional subdivision approach;
- E. Control suburban sprawl and maintain the character of the Town by conserving open space, scenic areas, views, streams, increasing recreational opportunities and other community assets;
- F. Promote efficiency and economy of street and utility layout; lessening storm run-off, erosion and sedimentation; retain natural drainage courses and wetlands; and in general promoting the health, safety, convenience and welfare of residential areas and of the Town as a whole; and,
- G. Encourage development in harmony with the natural area, and promote alternative construction methods to typical strip residential developments lining roadsides in the Town.

8.4.2 Eligibility

To be eligible for consideration as an OSRD, the proposed tract of land shall consist of at least three acres in the R40 or Farming district. Any pre-existing single-family structure that is included in the calculation of the minimum acreage will be included in the post development total unit count.

8.4.3 Housing Types

Housing Units shall be single family detached units. No common wall or multifamily structures shall be allowed.

8.4.4 Special Permit Required

The Planning Board may authorize an OSRD pursuant to the grant of a Special Permit. Special permits shall be acted upon in accordance with this Section 8.4.

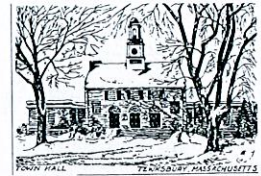
8.4.5 Pre-Application Process

The applicant is strongly encouraged to request a pre-application review at a regular business meeting of the Planning Board. The purpose of a pre-application review is to minimize the applicant's costs of engineering and other technical experts, and to commence negotiations with the Planning Board at the earliest possible stage in the development. At the



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pre-application review, the applicant may outline the proposed OSRD, seek preliminary feedback from the Planning Board or its technical experts, and set a timetable for submittal of a formal application.

8.4.6 Design Process

At the time of the application for a Special Permit for OSRD, the applicant must demonstrate to the Planning Board that the following design process was performed by a registered landscape architect and considered in determining the layout of proposed streets, house lots, and open space.

A. Step One: Identify Areas of Concern.

1. Protected Land Areas (such as wetlands, riverfront areas, and floodplains regulated by state or federal law); environmentally sensitive land areas including unprotected elements of the natural landscape such as steep slopes, mature woodlands, prime farmland, meadows, wildlife habitats; and culturally significant features such as historic and archeological sites and scenic views shall be identified and delineated as determined by the Conservation Commission, the Planning Board or the Department of Environmental Protection.
2. The Potentially Developable Area will be identified and delineated. To the maximum extent feasible, the Potentially Developable Area shall consist of land outside areas identified as environmentally sensitive.

B. Step Two: Locating House Sites. Locate the approximate sites of individual houses within the Potentially Developable Area and include the delineation of private yards and areas of shared amenities, so as to reflect an integrated community, with emphasis on consistency with the Town's historical development patterns.

C. Step Three: Aligning the Streets. Align streets and driveways in order to access the house sites. Common Driveways may be allowed subject to the requirements of the Planning Board's Regulations.

D. Step Four: Lot Lines. Establish lot lines for each of the individual parcels and open space.

8.4.7 Site Specific Design Standards

A. Basic Maximum Number of Units shall be determined by one of the following methods:

1. Determination of Yield Formula. The Basic Maximum Number shall be derived from the following calculation to determine the total number of lots (or dwelling units):

$$\text{Total Number of Lots} = \text{TA} - (50 \text{ percent} \times \text{WA}) - (0.1 \times \text{TA})$$

Existing minimum lot area (1 acre)

TA = Total Area of Parcel (Acres)

WA = Wetlands and Riverfront Areas of Parcel (Acres)

The calculation of the number of Basic Maximum Number of Housing Units shall be rounded to the next whole number for units equal to 50% or greater.

OR:



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2. Determination of Yield Plan. The Basic Maximum Number shall be derived from a Yield Plan. The Yield Plan shall show the maximum number of lots (or dwelling units) that could be placed upon the site under a conventional subdivision. The proponent shall have the burden of proof with regard to the Basic Maximum Number of lots (or dwelling units) resulting from the design and engineering specifications shown on the Yield Plan.

- B. Dimensional Requirements. Lots sizes may be reduced in area from the minimum requirements of the Zoning Bylaw according to the following schedule:

R40 and Farming Districts, 43,560 square feet (one acre) to 10,000 square feet

The Planning Board may waive lot size requirements when significant benefit relating to the Purpose and Intent of the OSRD Special Permit are found as determined by the Planning Board.

- C. Flexible Frontage

1. Unless waived by the Planning Board, the combined frontage of the lots of an Open Space Residential Development shall equal or exceed 50 feet for each lot created. For example, in an R40 development, to create a six-lot development, the combined frontage of the parcels must be a minimum of 300 feet, not to include frontage on existing public ways.
2. To the extent feasible, protected open space shall be located adjacent to public ways. Any building lot which fronts on an existing public or private road shall have the frontage normally required in the zoning district.

- D. Groups of house lots and location of open space shall be as determined by the Planning Board.

- E. Open Space Requirement.

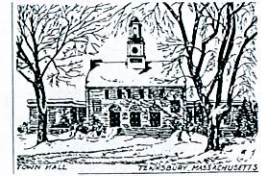
1. A minimum of 50% of the proposed tract of land shall be Open Space.
2. No more than 50% of the designated open space may be comprised of wetlands or land having an average grade greater than 25%.
3. Wastewater and stormwater management systems serving the OSRD may be located within the open space.
4. Open Space Ownership. At the applicant's request and approval of the Planning Board, the open space may be owned by:
 - a. A private owner for agricultural, horticultural, forestry, or any other purpose not inconsistent with a prepared conservation restriction;
 - b. A non-profit organization or agency of the Commonwealth, with their consent, whose principal purpose is the conservation of open space for any of the purposes set forth;
 - c. The Tewksbury Conservation Commission; or,
 - d. A homeowners' association (HOA) with documentation that is provided by the applicant and reviewed and approved by Town Counsel and the Planning Board.
 - e. Selection of ownership option (a), (b) or (d) requires:



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- The conveyance of a conservation restriction; and,
 - The granting of an access easement over this land sufficient to ensure its perpetual maintenance as agricultural, conservation, or recreation land. The easement shall provide that in the event the trust or other owner fails to maintain the open space in reasonable condition, the Town may after notice to the lot owners and public hearing, enter upon the designated open space to maintain it in order to prevent or abate a nuisance. The cost of this maintenance by the Town shall be assessed against the properties within the development and/or to the owner of the open space. Pursuant to G.L. c. 40 § 58 the Town may file a lien against the lot or lots to ensure payment for the maintenance. Pursuant to G.L. c. 40 § 57, the Town may also deny any application for, or revoke or suspend a building permit or any local license or permit, due to neglect or refusal by any property owner to pay any maintenance assessments levied.
5. Open Space Recording. In order to ensure that the corporation, non-profit organization, or trust will properly maintain the unsubdivided land or open space, an instrument(s) shall be recorded with the Middlesex North Registry of Deeds which shall provide as a minimum the following requirements:
- a. A legal description of the unsubdivided land or open space;
 - b. A statement of the purposes for which the unsubdivided land or open space is intended to be used and the restrictions on its use and alienation;
 - c. The type and name of the corporation, non-profit organization, or trust which will own, manage and maintain the unsubdivided land or open space; and,
 - d. Provision for the management, maintenance, operation improvement and repair of the unsubdivided land or open space and facilities therein, including provisions for obtaining and maintaining adequate insurance and levying and collecting from the dwelling owners common charges to pay for expenses associated with the subdivided land or open space, including real estate taxes. It shall be provided that common charges are to be allocated among the dwelling owners in proportion to their ownership or beneficial interests in the corporation, non-profit organization or trust, and that each dwelling owner's share of the common charge shall be a lien against the owner's real estate in the cluster development, which shall have priority over all other liens with the exception of municipal liens and first mortgages of record.

8.4.8 Special Permit Procedures and Decision

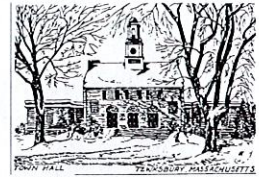
- A. Application. Submission requirements and procedures for an OSRD special permit shall conform to the Planning Board's rules and regulations and Section 3.5 of this Bylaw, and shall include a Sketch Plan. The Planning Board shall adopt regulations relative to the size, form, number, and contents of the Sketch Plan.
- B. Relationship Between the OSRD Special Permit and OSRD Definitive Subdivision Plan.
 - 1. The issuance of an OSRD Special Permit allows the applicant to submit an Open Space Definitive Subdivision Plan to the Planning Board for approval under the Subdivision Control Law. Any OSRD Special Permit issued by the Planning Board shall specifically state that the Open Space Definitive Subdivision Plan shall substantially comply with the OSRD Special Permit.
 - 2. An Open Space Definitive Subdivision Plan will be considered not to substantially comply with the OSRD Special Permit if the Planning Board determines that any of the following conditions exist



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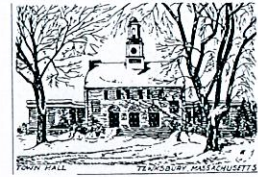
- a. an increase in the number of building lots;
 - b. a significant decrease in the open space acreage;
 - c. a significant change in the lot layout;
 - d. a significant change in the general development pattern which adversely affects natural landscape features and open space preservation;
 - e. significant changes to the storm water management facilities;
 - f. significant changes in the wastewater management systems; and/or,
 - g. significant change or receipt of information which deviates from the information used as a basis for the approval of the OSRD Special Permit issued by the Planning Board.
3. If the Planning Board determines that the Open Space Definitive Subdivision Plan does not substantially comply with the OSRD Special Permit, the Board may disapprove the OSRD Definitive Subdivision Plan.
 4. The Planning Board may conditionally approve an Open Space Definitive Subdivision Plan that does not substantially comply with the OSRD Special Permit. However, such conditional approval must identify where the plan does not substantially comply with the OSRD Special Permit and shall require that the OSRD Special Permit be amended to be in compliance with the significant changes identified by the Planning Board. The Planning Board shall also require that the applicant file an application to amend the OSRD Special Permit within a specified time period.
 5. The public hearing on the application to amend the OSRD Special Permit shall be limited to the significant changes identified by the Planning Board in their conditional approval of the Open Space Definitive Subdivision Plan.
- C. Other Information. The submittals and permits of this Section 8.4 shall be in addition to any other requirements of the Subdivision Control Law or any other provisions of this Zoning Bylaw. To the extent permitted by law, the Planning Board shall coordinate the public hearing required for an application for a Special Permit for an OSRD with the public hearing required for approval of a Definitive Subdivision Plan.
- D. Decision. The Planning Board may grant a special permit for an OSRD that complies in all respects with this Section 8.4 if the Board determines that the proposed OSRD will have a less detrimental impact on the tract than a conventional development proposed for the tract, after considering the following factors:
1. whether the OSRD furthers the goals and policies of the open space/master plan;
 2. whether the OSRD achieves greater flexibility and creativity in the design of residential developments than a conventional subdivision plan;
 3. whether the OSRD promotes permanent preservation of open space, agricultural land, forestry land, other natural resources including waterbodies and wetlands, and historical and archeological resources;
 4. whether the OSRD promotes a less sprawling and more efficient form of development that consumes less open land and conforms to existing topography and natural features better than a conventional subdivision;



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5. whether the OSRD reduces the total amount of disturbance on the site;
6. whether the OSRD facilitates the construction and maintenance of streets, utilities, and public service in a more economical and efficient manner.
7. whether the OSRD and its supporting narrative documentation complies with all sections of this bylaw;
8. whether the OSRD complies with the recommendations of the Department of Public Works, the Board of Health and the Conservation Commission and,
9. whether it appears that because of soil characteristics, drainage, traffic, or other conditions, the granting of a special permit would be detrimental to the health, safety or welfare of the neighborhood or Town or inconsistent with the intent of the OSRD bylaw.

8.5 WIRELESS COMMUNICATIONS FACILITIES

8.5.1 Purpose

The purpose of this Section 8.5 is to provide for a special permit process for the siting of wireless communications facilities while minimizing adverse visual impacts on adjacent properties, residential neighborhoods, and areas of high scenic and artistic value; to limit the overall number and height of such facilities to what is essential to serve the public convenience and necessity; and to promote shared use of facilities to reduce the need for new facilities.

8.5.2 Applicability

- A. Towers and structures for Wireless Communication Facilities shall be subject to the issuance of a Wireless Communications Facilities Special Permit by the Planning Board.
- B. Nothing in this Section 8.5 shall be construed to regulate or prohibit amateur radio towers used solely by a federally licensed amateur radio operator or wireless communications structures and devices used expressly and exclusively for television reception. Nothing in this Section 8.5 shall be construed to regulate or prohibit a wireless communication facility based on environmental effects of radio frequency radiation (RFR) emissions.

8.5.3 Siting and Height Requirements.

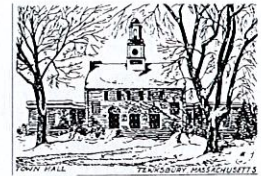
- A. Wherever feasible, Wireless Communications Devices shall be located on existing towers or other existing structures and be subjected to stealth treatment appropriate for the context of the facility.
- B. Wireless communications facilities may be located on the same lot as other structures or uses lawfully in existence, subject to the provisions of Section 8.5.
- C. The minimum distance from the base of a tower, including towers with stealth treatment to any property line, road, right-of-way, power line easement, or railroad right-of-way shall be at least equal to the height of the Tower. The Planning Board may waive this requirement up to the front, side, or rear zoning district set-back upon findings that the waiver will result in a design more compatible with the surrounding area.
- D. A Tower shall be setback a minimum distance of 400 feet from an abutting residential district, except that this distance may be reduced for Towers if the Planning Board finds that reduction in the setback distance would produce a better result (aesthetically) to the neighborhood than alternative proposals, but in no event shall the setback minimum distance be less than 100 feet from a residential district. This requirement shall supersede Subsection C above, where applicable. This requirement may be waived subject to a grant of the Special Permit Waiver.



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- E. The maximum allowed height of a tower shall not exceed 100 feet unless the applicant demonstrates that a greater height is required to allow for provision of the wireless communications services and the Planning Board finds that a height over 100 feet is desirable based on a balanced review of aesthetics and wireless coverage for the area.

8.5.4 Design Requirements

- A. Wherever feasible and appropriate, wireless communications facilities, including their constituent devices and towers, shall be subjected to stealth treatment appropriate for the context of the facility.
- B. All building-mounted wireless communications devices that are visible from the ground or another property shall be designed and located so as to appear to be an integral part of the existing architecture of the building and shall be of colors that are compatible with those of the building or landscape.
- C. The wireless communications facility may be fenced to control access, as determined by the Planning Board. Fencing shall be compatible with and of similar materials and character of surrounding buildings, structures and neighborhood.
- D. There shall be no signs or advertisements at any wireless communications facility, except for no trespassing signs and a required sign giving a phone number where the responsible party can be reached on a 24-hour basis.
- E. If a building is needed for the equipment associated with the use of the device that building shall be of similar style and materials as the other buildings on the site, or nearby site, as determined by the Planning Board.

8.5.5 Application Process

- A. The Planning Board encourages applicants for a Special Permit under this Section 8.5 to have a preliminary discussion with the Board before submitting a formal application. Applications for a special permit for siting wireless communications facilities shall be submitted in accordance with Section 3.5 Special Permits, and additionally to the Select Board and Town Manager, and shall further include the following:
1. To site a wireless communications facility at an existing tower or nonresidential structure, the applicant shall be required to comply with Section 8.5.3 above, except that the Planning Board may waive some of the requirements if it finds that they are not applicable or not reasonably necessary to evaluating the proposal.

8.5.6 Approval

- A. The Planning Board may grant a special permit for a wireless communications facility only upon making the findings required by G.L. c. 40A, § 9 and the following:
1. That the applicant has demonstrated to the satisfaction of the Planning Board that the requirements of this Section 8.5 have been met.
 2. That the size and height of the structure are the minimum necessary, taking into account the applicant's objectives and any proposed collocation.
 3. That adverse impact on adjacent properties, residential neighborhoods, historic and artistic structures or scenic views is minimized to the extent practical.



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4. That there will be no nuisance or serious hazard associated with the use.
 5. That any reasonable alternatives identified in the pre-application meeting have been determined not to be preferable or feasible.
- B. When suitable and appropriate as determined by the Planning Board, collocation is encouraged. As a condition of the special permit for a wireless communication facility, the Planning Board may require that the structure and/or facility be designed and built so that it is able to accommodate future wireless communications devices operated by another carrier with little or no modification, provided that collocation does not materially interfere with the transmission or reception of communications signals to or from the existing facility, and provided that there are no structural or other physical limitations that make it impractical to accommodate the proposed additional wireless communications device. At the request of Town officials, the Planning Board may require the applicant to provide reasonable access to the facility for municipal communications.
- C. Any expansion or extension of wireless communications facilities or construction of new or replacement towers or facilities shall require an amendment to the special permit. An increase in the number of antennas or the size of the antennas beyond that applied for and approved in the special permit, if the antennas are visible or if it changes the character of the stealth treatment, also requires amendment to the special permit.
- D. Any special permit granted under this section shall automatically lapse within 3 years of the date of the grant, not including the time required to pursue or await the termination of an appeal, if construction has not commenced, except if the applicant applies to the Planning Board and it determines good cause to grant a one-year extension.

8.5.7 Conditions of Use

- A. The applicant shall be required to maintain and keep in good repair all facilities, devices and towers.
- B. Based on the nature of the facility, the Planning Board may require the applicant to post a bond for the removal of wireless communication antenna support structures in the event of non-operation. The amount of the surety shall be established by a consultant for the Town, such as an engineer, architect, or other qualified professional registered to practice in the Commonwealth.

8.6 SMALL WIRELESS FACILITIES OUTSIDE OF RIGHTS OF WAY

8.6.1 Purpose

The purpose and intent of this bylaw section is to permit regulation of the installation of Small Wireless Facilities outside of rights-of-way so as to respect the neighborhood characteristics in which they are proposed to be installed consistent with the purposes set forth in this bylaw and with federal and state law.

8.6.2 Site Plan Approval

All installations of Small Wireless Facilities outside of rights-of-way require a site plan approval from the Planning Board.

8.6.3 Policies and Procedures

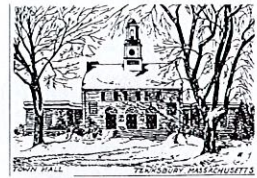
The Planning Board shall adopt and from time to time amend policies and regulations relative to the issuance of a site plan approval for a small wireless facility. A copy of the policies and regulations shall be on file with the Town Clerk. The policies and regulations shall prescribe the form, contents, style, and number for application forms, the fees collectible with the applications, the process by which the application will be reviewed, the design and location criteria for approval, the time within which the Planning Board will issue a decision, and requirements for recertification.



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8.7 MARIJUANA ESTABLISHMENTS AND MEDICAL MARIJUANA TREATMENT CENTERS

8.7.1. Purpose

It is recognized that the nature of the substance cultivated, processed, by marijuana establishments may have objectionable operational characteristics and should be located in such a way as to ensure the health, safety, and general well-being of the public as well. The specific and separate regulation of Marijuana Establishments (ME) and Medical Marijuana Treatment Centers (MMTC) is necessary to advance these purposes and ensure that such facilities are not located within close proximity of minors and do not become concentrated in any one area within the Town.

Subject to the provisions of this Bylaw, G.L. c. 40A, G.L. c. 94G and 105 CMR 725.000, Marijuana Establishments and MMTCs will be permitted to provide the opportunity for the legal 1) cultivation, 2) product manufacturing of marijuana and 3) research and testing laboratories for recreational marijuana use, as well as the dispensing of medical marijuana products in a manner that complies with state regulations.

8.7.2. Applicability

- A. Nothing in this section shall be construed to supersede federal and state laws governing the sale and distribution of marijuana. This section shall not be construed to prevent the conversion of a medical marijuana treatment center licensed or registered no later than July 1, 2017 engaged in the cultivation, manufacture or sale of marijuana or marijuana products to a Marijuana Establishment, provided, however, any such medical marijuana treatment center obtains a special permit pursuant to this Section for any such conversion to an adult use Marijuana Establishment.
- B. This bylaw does not apply to the cultivation of industrial hemp as is regulated by the Massachusetts Department of Agricultural Resources pursuant to G.L. c. 128, Sections 116-123.

8.7.3. Additional Requirements/Conditions

In addition to the standard requirements for uses permitted By-right or requiring a Special Permit or Site Plan Approval, the following shall also apply to all Marijuana Establishments:

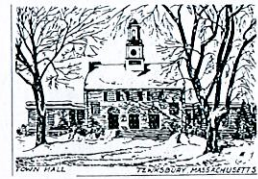
- A. Use:
 - 1. Any type of Marijuana Establishment may only be involved in the uses permitted by its definition and may not include other businesses or services.
 - 2. No marijuana shall be smoked, eaten or otherwise consumed or ingested within the premises.
 - 3. The hours of operation shall be set by the Planning Board, but in no event shall an RMD or OMMD facility be open to the public, and no sale or other distribution of marijuana shall occur upon the premises or via delivery from the premises, between the hours of 8:00 p.m. and 8:00 a.m.
 - 4. No marijuana establishment may commence operation or apply for a building permit prior to its receipt of all required permits and approvals including, but not limited, to its Final License from the Cannabis Control Commission.
- B. Physical Requirements:
 - 1. All aspects of the any marijuana establishment, except for the transportation of product or materials, relative to the acquisition, cultivation, possession, processing, products containing marijuana, related supplies, or educational materials must take place at a fixed location within a fully enclosed building (including greenhouses) and shall not be visible from the exterior of the business. They may not be permitted to be located in a trailer, storage freight container, motor vehicle or other similar type potentially movable enclosure.



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2. No outside storage is permitted.
3. Ventilation – all marijuana establishments shall be ventilated in such a manner that no:
 - a. Pesticides, insecticides or other chemicals or products used in the cultivation or processing are dispersed into the outside atmosphere, and
 - b. No odor from marijuana or its processing can be detected by a person with an unimpaired and otherwise normal sense of smell at the exterior of the medical marijuana business or at any adjoining use or property.
4. Signage shall be displayed on the exterior of the marijuana establishment's entrance in plain sight of the public stating that "Access to this facility is limited to individuals 21 years or older." in text 2 inches in height.

All other signage must comply with all other applicable signage regulations in this Bylaw and 935 CMR 500.

5. Cannabis plants, products, and paraphernalia shall not be visible from outside the building in which the cannabis establishment is located and shall comply with the requirements of 935 CMR 500. Any artificial screening device erected to eliminate the view from the public way shall also be subject to a vegetative screen and the Planning Board shall consider the surrounding landscape and viewshed to determine if an artificial screen would be out of character with the neighborhood.

C. Location

1. Marijuana establishments are encouraged to utilize existing vacant buildings where possible.
2. No marijuana establishment shall be located on a parcel which is within 500 feet (to be measured in a straight line from the nearest point of the property line in question to the nearest point of the property line where the Marijuana Establishment is or will be located) of a parcel occupied by a pre-existing public or private school (existing at the time the applicant's license application was received by the Cannabis Control Commission) providing education in kindergarten or any of grades 1-12.
3. No marijuana establishment shall be located inside a building containing residential units, including transient housing such as motels and dormitories.
4. No marijuana establishment is permitted to utilize or provide a drive-through service.

D. Reporting Requirements

1. Prior to the commencement of the operation or services provided by a marijuana establishment, it shall provide the Police Department, Fire Department, Building Commissioner and the Planning Board with the names, phone numbers and email addresses of all management staff and key-holders, including a minimum of two operators or managers of the facility identified as contact persons to whom one can provide notice if there are operating problems associated with the establishment. All such contact information shall be updated as needed to keep it current and accurate.



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2. The Building Commissioner, Board of Health, Police Department, Fire Department and the Planning Board shall be notified in writing by the marijuana establishment facility owner/operator/ manager:
 - a. A minimum of 30 days prior to any change in ownership or management of that establishment.
 - b. A minimum of 12 hours following a violation or potential violation of any law or any criminal or potential criminal activities or attempts of violation of any law at the establishment.
3. Permitted marijuana establishments shall file an annual written report to, and appear before, the Planning Board no later than January 31st of each calendar year, providing a copy of all current applicable state licenses for the facility and/or its owners and demonstrate continued compliance with the conditions of the Special Permit.
4. The owner or manager of a marijuana establishment is required to respond by phone or email within 24 hours of contact by a Town official concerning their marijuana establishment at the phone number or email address provided to the Town as the contact for the business.

E. Issuance/Transfer/Discontinuance of Use

1. Special Permits/Site Plan Approvals shall be issued to the marijuana establishment owner.
2. Special Permits/Site Plan Approvals shall be issued for a specific type of marijuana establishment on a specific site/parcel.
3. Special Permits/Site Plan Approvals shall be non-transferable to either another marijuana establishment owner or another site/parcel.
4. Special Permits/Site Plan Approvals shall have a term limited to the duration of the applicant's ownership/control of the premises as a marijuana establishment, and shall lapse/expire if:
 - a. the marijuana establishment ceases operation (not providing the operation or services for which it is permitted) for 365 days, and/or
 - b. the marijuana establishment's registration/license by the Cannabis Control Commission expires or is terminated.
5. The marijuana establishment shall notify the Building Commissioner and the Planning Board in writing within 48 hours of such lapse, cessation, discontinuance or expiration or revocation.
6. A marijuana cultivation or product manufacturing establishment shall be required to remove all material, plants equipment and other paraphernalia prior to surrendering its state registration/license or ceasing its operation.
 - a. Prior to the issuance of a Building Permit for a marijuana establishment the applicant is required to post with the Town Treasurer a bond or other form of financial security acceptable to the Treasurer in an amount set by the Planning Board. The amount shall be sufficient to cover the costs of the town removing all materials, plants, equipment and other paraphernalia if the applicant fails to do so. The Building Commissioner shall give the applicant 45 days written notice in advance of taking such action.



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Should the applicant remove all materials, plants, equipment and other paraphernalia to the satisfaction of the Building Commissioner prior to the expiration of the 45 days written notice, said bond shall be returned to the applicant.

8.7.4 Application Requirements

Applications for Special Permits and Site Plan Approvals for marijuana establishments will be processed in the order that they are filed with the Town. The approval of a Special Permit for any marijuana establishment is up to the discretion of the Planning Board who will be making its determination based on selecting the marijuana establishments that it finds are in the best interests of the Town and best comply with the standards and intent of this Bylaw.

In addition to the standard application requirements for Special Permits and Site Plan Approvals, such applications for a marijuana establishment shall include the following:

- A. The name and address of each owner and operator of the marijuana establishment facility/operation.
- B. A copy of an approved Host Agreement.
- C. A copy of its Provisional License from the Cannabis Control Commission pursuant to 935 CMR 500.
- D. If it's in conjunction with an approved RMD, a copy of its registration as an RMD from the Massachusetts Department of Public Health in accordance with 105 CMR 725.000 or from the Cannabis Control Commission in accordance with 935 CMR 500.
- E. Proof of Liability Insurance Coverage or Maintenance of Escrow as required in 935 CMR 500.
- F. Evidence that the Applicant has site control and right to use the site for a marijuana establishment facility in the form of a deed or valid purchase and sales agreement or, in the case of a lease a notarized statement from the property owner and a copy of the lease agreement.
- G. A notarized statement signed by the marijuana establishment organization's Chief Executive Officer and corporate attorney disclosing all of its designated representatives, including officers, directors, shareholders, partners, members, managers, or other similarly-situated individuals and entities and their addresses. If any of the above are entities rather than persons, the Applicant must disclose the identity of all such responsible individual persons.
- H. In addition to what is normally required in a Site Plan, details showing all exterior proposed security measures for the marijuana establishment including lighting, fencing, gates and alarms, etc. ensuring the safety of employees and patrons and to protect the premises from theft or other criminal activity.
- I. A detailed floor plan identifying the areas available and functional uses (including square footage).
- J. All signage being proposed for the facility.
- K. A pedestrian/vehicular traffic impact study to establish the marijuana establishment's impacts at peak demand times, including a line queue plan to ensure that the movement of pedestrian and/or vehicular traffic, including but not limited to, along the public right of ways will not be unreasonably obstructed.



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- L. An odor control plan detailing the specific odor-emitting activities or processes to be conducted on-site, the source of those odors, the locations from which they are emitted from the facility, the frequency of such odor-emitting activities, the duration of such odor-emitting activities, and the administrative of odor control including maintenance of such controls.
- M. A Management Plan including a description of all activities to occur on site, including all provisions for the delivery of marijuana and related products to marijuana establishment or off-site direct delivery.
- N. Individual written plans which, at a minimum comply with the requirements of 935 CMR 500, relative to the marijuana establishment's:
 - 1. Operating procedures
 - 2. Marketing and advertising
 - 3. Waste disposal
 - 4. Transportation and delivery of marijuana or marijuana products
 - 5. Energy efficiency and conservation
 - 6. Security and Alarms
 - 7. Decommissioning of the marijuana establishment including a cost estimate taking into consideration the community's cost to undertake the decommissioning of the site.

8.7.5. Findings

In addition to the standard Findings for a Special Permit or Site Plan Approval the Planning Board must also find all the following:

- A. The Marijuana Establishment is consistent with and does not derogate from the purposes and intent of this Section and the Zoning Bylaw.
- B. That the marijuana establishment facility is designed to minimize any adverse visual or economic impacts on abutters and other parties in interest;
- C. That the marijuana establishment facility demonstrates that it meets or exceeds all the permitting requirements of all applicable agencies within the Commonwealth and will be in compliance with all applicable state laws and regulations;
- D. That the applicant has satisfied all of the conditions and requirements of this Section and other applicable Sections of this Bylaw;
- E. That the marijuana establishment facility provides adequate security measures to ensure that no individual participant will pose a direct threat to the health or safety of other individuals, and that the storage and/or location of cultivation is adequately secured on-site or via delivery.
- F. That the marijuana establishment facility adequately addresses issues of traffic demand, circulation flow, parking and queuing, particularly at peak periods at the facility, and its impact on neighboring uses.



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Section 5.4.3 APPENDIX A. TABLE OF USES

DISTRICTS & USES	F	R40	MF	VR	MUB	TC	LB	WNB	SB	GB	I1	I2	OR	TD	P
A.1 CONSERVATION, RECREATION															
A. COMMERCIAL AGRICULTURE, INCLUDING FARM STAND	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
B. COMMERCIAL AGRICULTURE, NON-EXEMPT, INCLUDING FARM STAND	Y	N	N	N	N	N	N	N	N	N	N	PB	PB	N	N
C. FORESTRY MANAGEMENT	Y	Y	N	N	N	N	N	N	N	N	SP	N	N	Y	Y
D. OUTDOOR RECREATION, NOT INCLUDING COMMERCIAL OUTDOOR RECREATION	Y	SP	N	N	N	N	N	N	N	N	N	N	N	Y	Y
E. CAMP, DAY CAMP ONLY, E.G., SUMMER CAMP FOR CHILDREN	Y	SP	N	N	N	N	N	N	N	N	N	N	N	Y	Y
F. MUNICIPAL USE	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
A.2 RESIDENTIAL															
Residential: Principal															
A. SINGLE-FAMILY DWELLING, DETACHED	Y	Y	Y	Y	N	N	Y	N	N	N	N	N	N	Y	N
B. TOWNHOUSE	N	N	Y	Y	N	N	N	N	N	N	N	N	N	N	N
C. TWO-FAMILY DWELLING	N	N	Y	Y	N	N	N	N	N	N	N	N	N	N	N
D. MULTIFAMILY DWELLING, UP TO 7 UNITS; SEC. 8.2	N	N	Y	Y	PB	PB	N	N	PB	N	N	N	N	N	N
E. MULTIFAMILY DWELLING, 8 OR MORE UNITS; SEC. 8.2	N	N	N	N	N	PB	N	N	N	N	N	N	N	N	N
F. MULTI-FAMILY DEVELOPMENT	N	N	PB	PB	PB	PB	N	N	PB	N	N	N	N	N	N
G. DWELLING UNITS ABOVE THE GROUND FLOOR OF A COMMERCIAL BUILDING	N	N	N	Y	Y	Y	Y	Y	Y	Y	N	N	N	N	N
H. LIVE/WORK UNITS OR ARTIST LOFT	N	N	PB	Y	Y	Y	PB	PB	Y	PB	N	N	N	N	N
I. OPEN SPACE RESIDENTIAL DEVELOPMENT (OSRD); SEC.8.4	PB	PB	PB	N	N	N	N	N	N	N	N	N	N	N	N



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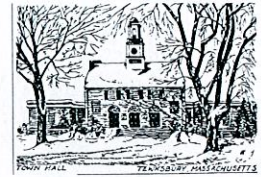
DISTRICTS & USES	F	R40	MF	VR	MUB	TC	LB	WNB	SB	GB	I1	I2	OR	TD	P
J. CONGREGATE RESIDENCE	N	N	Y	Y	PB	PB	N	PB	PB	PB	PB	N	PB	N	N
K. ASSISTED LIVING RESIDENCE	N	N	Y	Y	N	PB	N	N	PB	PB	PB	N	PB	N	N
L. CONTINUING CARE RETIREMENT COMMUNITY	N	N	PB	PB	Y	N	N	N	N	PB	PB	N	PB	N	N
Residential: Accessory															
M. FAMILY SUITE; SEC. 7.1, SEC. 3.6	PB	PB	PB	PB	N	N	N	N	N	N	N	N	N	PB	N
N. HOME OCCUPATION; SEC. 7.2	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	N	N	Y/SP	N	N	N	N	Y/SP	N
O. FAMILY CHILD CARE HOME	Y	Y	Y	Y	SP	N	N	N	N	N	N	N	N	Y	N
P. FAMILY CHILD CARE HOME, LARGE	SP	SP	SP	SP	SP	N	N	N	N	N	N	N	N	N	N
Q. ROOM AND BOARD FOR NOT MORE THAN TWO BORDERS	Y	Y	Y	Y	SP	N	N	N	SP	N	N	N	N	N	N
R. PARKING OF ONE LIGHT COMMERCIAL VEHICLE	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	SP	SP	SP	SP	N
S. PARKING OF TWO LIGHT COMMERCIAL VEHICLES (THREE IS PROHIBITED)	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	N
T. PRIVATE GAME COURT	PB	Y	PB	PB	N	N	N	N	N	N	Y	Y	Y	N	N
A.3 PUBLIC, INSTITUTIONAL, PHILANTHROPIC															
B. RELIGIOUS OR EXEMPT EDUCATIONAL USE	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
C. CEMETERY, WHICH MAY INCLUDE A CREMATORIUM	N	SP	N	N	N	N	N	N	N	N	SP	SP	N	N	N
D. HOSPITAL	PB	PB	N	N	N	N	N	N	N	PB	PB	PB	N	N	N
E. NURSING HOME, REST HOME, SIMILAR LONG-TERM RESIDENTIAL-CONGREGATE CARE, WHICH MAY INCLUDE ACCESSORY ADULT DAY CARE	N	N	PB	N	N	PB	N	N	PB	PB	PB	N	PB	N	N



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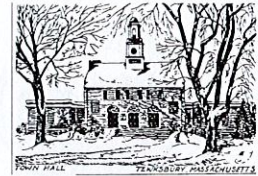
DISTRICTS & USES	F	R40	MF	VR	MUB	TC	LB	WNB	SB	GB	I1	I2	OR	TD	P
F. ADULT DAY CARE AND/OR RESPITE CARE SERVICES	N	N	PB	PB	N	PB	N	N	PB	PB	PB	N	PB	N	N
G. FUNCTION HALL, COMMUNITY CENTER, SIMILAR NON-COMMERCIAL PLACE OF ASSEMBLY	PB	N	N	PB	PB	PB	N	N	PB	PB	N	N	N	N	N
A.4 COMMERCIAL															
Retail															
A. RETAIL STORE															
1. Up to 1,500 sq. ft.	N	N	N	Y	Y	Y	N	PB	Y	Y	PB	PB	N	N	N
2. Up to 7,500 sq. ft.	N	N	N	PB	Y	Y	N	PB	Y	Y	PB	PB	N	N	N
3. Up to 15,000 sq. ft.	N	N	N	N	N	PB	N	N	Y	Y	N	N	N	N	N
4. Over 15,000 sq. ft.	N	N	N	N	N	N	N	N	PB	PB	N	N	N	N	N
C. SHOPPING CENTER	N	N	N	N	N	N	N	PB	PB	PB	N	N	N	N	N
D. RETAIL SALE OF ALCOHOLIC BEVERAGES	N	N	N	N	PB	PB	N	PB	PB	PB	Y	PB	PB	N	N
GREENHOUSE	N	N	N	PB	PB	N	N	N	PB	PB	PB	N	N	N	N
E. NEW AUTOMOTIVE SALES, LEASING AND RENTAL	N	N	N	N	PB	N	N	PB	PB	PB	PB	PB	N	N	N
F. PRE-OWNED AUTOMOTIVE SALES	N	N	N	N	N	N	N	N	N	N	N	PB	N	N	N
G. PRE-OWNED GREEN VEHICLES SALES	N	N	N	N	N	N	N	N	N	PB	N	N	N	N	N
H. GASOLINE SERVICE STATION, WHICH MAY INCLUDE A CONVENIENCE STORE NOT EXCEEDING 2,500 SQ. FT. OR ACCESSORY LIGHT AUTO SERVICE	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
I. CAR WASH	N	N	N	N	N	N	N	N	PB	PB	N	N	N	N	N
J. AUTO BODY SHOP, AUTO REPAIR FACILITY	N	N	N	N	N	N	N	N	N	N	N	PB	N	N	N
K. COMMERCIAL PARKING LOT OR PARKING GARAGE	N	N	N	N	N	PB	N	N	N	N	Y	PB	Y	N	N
L. TAXI OR LIMOUSINE SERVICE	N	N	N	N	SP	N	SP	N	SP	SP	SP	SP	N	N	N



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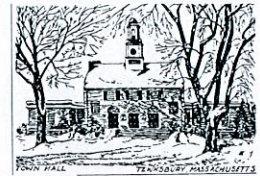
DISTRICTS & USES	F	R40	MF	VR	MUB	TC	LB	WNB	SB	GB	I1	I2	OR	TD	P
Office, Professional Use															
M. PERSONAL SERVICE ESTABLISHMENT	N	N	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	PB	N
N. BUSINESS OR PROFESSIONAL OFFICE	N	N	N	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	N
Hospitality, Food Service															
O. RESTAURANT, WHICH MAY INCLUDE OUTDOOR SEATING ON AN ADJACENT PATIO; NO DRIVE-THROUGH SERVICE	N	N	N	N	Y	Y	N	PB	Y	Y	PB	PB	PB	N	N
P. RESTAURANT WITH DRIVE-THROUGH SERVICE	N	N	N	N	PB	N	N	N	N	PB	PB	PB	PB	N	N
Q. FOOD ESTABLISHMENT, NOT EXCEEDING 1,200 SQ. FT.	N	N	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N
R. BED & BREAKFAST	N	PB	PB	Y	Y	Y	Y	PB	Y	Y	N	N	N	N	N
S. INN	N	N	N	Y	Y	Y	PB	N	PB	Y	N	N	N	N	N
T. HOTEL OR MOTEL, WITH OR WITHOUT CONFERENCE FACILITIES	N	N	N	PB	PB	PB	N	N	N	PB	PB	PB	PB	N	N
Public Services															
U. CHILD CARE CENTER	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
V. POSTAL SERVICE	N	N	N	N	PB	Y	PB	N	Y	Y	PB	PB	PB	N	N
W. FRATERNAL OR MEMBERSHIP ORGANIZATION; PROFESSIONAL OR TRADE ORGANIZATION	N	N	N	N	Y	Y	N	PB	Y	PB	PB	PB	N	N	N
X. FUNERAL HOME	N	N	N	N	PB	PB	N	N	PB	PB	PB	PB	N	N	N
Y. NON-EXEMPT EDUCATIONAL USE	N	N	N	N	PB	N	PB	PB	Y	Y	PB	PB	PB	N	N
Z. SHELTERED BUS STOP	SP	SP	SP	SP	Y	Y	SP	SP	Y	Y	Y	Y	Y	N	N
AA. ESSENTIAL SERVICES	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Culture, Entertainment Uses															
BB. MUSEUM OR ART GALLERY	PB	N	N	Y	Y	Y	Y	Y	Y	Y	Y	PB	Y	N	N



Town of Tewksbury

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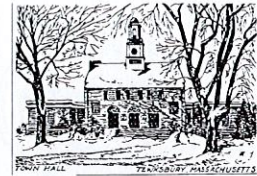
DISTRICTS & USES	F	R40	MF	VR	MUB	TC	LB	WNB	SB	GB	I1	I2	OR	TD	P
BB. CINEMA	N	N	N	PB	PB	PB	N	N	PB	Y	Y	N	PB	N	N
CC. THEATRE FOR LIVE PERFORMING ARTS (DANCE, MUSIC, DRAMATIC PRODUCTIONS, ETC.)	N	N	N	PB	PB	PB	N	N	PB	PB	PB	PB	PB	N	N
Commercial Recreation															
DD. LARGE COMMERCIAL INDOOR RECREATION (INC. BOWLING, ICE SKATING, ROLLER SKATING RINK)	N	N	N	PB	PB	N	N	N	PB	PB	PB	PB	N	N	N
EE. GYM OR ATHLETIC CLUB, FITNESS FACILITY	N	N	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N
FF. GOLF COURSE	N	PB	N	N	PB	N	N	N	N	N	N	N	N	N	PB
GG. MINIATURE GOLF	N	N	N	N	N	N	N	N	N	PB	N	N	N	N	N
HH. CAMPING FACILITY WITH ACCOMMODATIONS FOR TENTS, CAMP TRAILERS/RECREATIONAL VEHICLES, TRAVEL TRAILERS	N	N	N	N	N	N	N	N	N	N	N	N	N	N	PB
Other															
II. ADULT USE	N	N	N	N	N	N	N	N	N	N	PB	PB	PB	N	N
JJ. VETERINARIAN, ANIMAL HOSPITAL	PB	N	N	PB	Y	Y	PB	PB	PB	Y	PB	PB	PB	N	N
KK. PET SERVICES	N	N	N	N	Y	Y	PB	PB	PB	Y	N	N	N	N	N
LL. KENNEL, COMMERCIAL	N	N	N	N	PB	PB	PB	N	PB	PB	PB	N	N	N	N
MM.SELF-STORAGE FACILITY	N	N	N	N	N	N	N	PB	N	N	PB	PB	PB	N	N
NN. MARIJUANA CULTIVATION	N	N	N	N	N	N	N	PB	N	N	PB	PB	PB	N	N
OO. MARIJUANA RESEARCH	N	N	N	N	N	N	N	PB	N	N	PB	PB	PB	N	N
PP. MARIJUANA MANUFACTURING	N	N	N	N	N	N	N	PB	N	N	PB	PB	PB	N	N
QQ. MEDICAL MARIJUANA TREATMENT CENTER	N	N	N	N	N	N	N	N	N	PB	N	N	N	N	N
A.5 INDUSTRIAL															
A. RESEARCH & DEVELOPMENT, LABORATORY, WHICH MAY INCLUDE ACCESSORY MANUFACTURING OF PRODUCTS IN TESTING AND DEVELOPMENT	N	N	N	N	N	N	N	Y	N	N	Y	Y	PB	N	N



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DISTRICTS & USES	F	R40	MF	VR	MUB	TC	LB	WNB	SB	GB	I1	I2	OR	TD	P
B. HIGH-TECH/BIO TECH MANUFACTURING	N	N	N	N	N	N	N	N	N	N	PB	PB	Y	N	N
C. MANUFACTURING	N	N	N	N	N	N	N	PB	N	N	PB	PB	PB	N	N
D. MACHINE, WELDING SHOP	N	N	N	N	N	N	N	N	N	N	Y	Y	N	N	N
E. WAREHOUSE/DISTRIBUTION FACILITY	N	N	N	N	N	N	N	PB	N	N	PB	PB	N	N	N
F. TRANSPORTATION OR FREIGHT TERMINAL	N	N	N	N	N	N	N	N	N	N	PB	PB	N	N	N
G. WIRELESS COMMUNICATION FACILITY	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB
H. PLANT, STORAGE, SUBSTATIONS FOR PUBLIC UTILITIES, OR STORAGE AND SALE OF HEATING FUEL	N	N	N	N	N	N	N	N	N	N	PB	PB	N	N	N
I. RETAIL SHOWROOM AND SALE OF PRODUCTS MANUFACTURED ON THE PREMISES	N	N	N	N	N	N	N	N	N	PB	Y	Y	N	N	N
J. CONTRACTOR'S YARD	N	N	N	N	N	N	N	N	N	N	PB	PB	N	N	N
K. STONE OR MONUMENT WORKS	N	N	N	N	N	N	N	N	N	N	PB	PB	N	N	N
L. SALE OF LUMBER, FARM SUPPLIES, SIMILAR PRODUCTS, INCLUDING OUTDOOR STORAGE AND SALES	N	N	N	N	N	N	N	N	N	PB	PB	PB	N	N	N
M. ACCESSORY DWELLING FOR USE AS WATCHPERSON'S QUARTERS ONLY	N	N	N	N	N	N	N	N	N	PB	PB	PB	PB	N	N

NOTES: (1) Many of the uses classified as "Y" may require Site Plan Review under Section 3.6 prior to issuance of a building permit. (2) Legend: Y = permitted as of right (but may be subject to Site Plan Review); PB = Planning Board special permit; SP = ZBA special permit. (3) For specifically prohibited uses, see Section 5.4.2. And by taking any action relative thereto.

Zoning Bylaw Committee

Motion: The Finance Committee recommended Adoption of Article 29 and deferred to the Planning Board
The Planning Board unanimously recommended Adoption of Article 29 and deferred to the Zoning Bylaw Committee



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The Board of Selectmen recommended Adoption of Article 29
On behalf of the Zoning Bylaw Committee, Chair Todd Johnson presented the Article to the Assembly and motioned to Adopt
Chairman Todd Johnson motioned to Amend the Article (#1)
Cardigan Road resident Robert Wald motioned to Amend the Article (#2)
Mr. Wald motioned to Withdraw his Amendment (#2)
Chairman Todd Johnson motioned to Amend the Article (#3)
Cardigan Road resident Robert Wald motioned to Amend the Article (#4)
Chairman Todd Johnson motioned to Move the Question

AMENDMENTS –

** Note: Adopted Amendments #1 & #3 were made to the body of the Article above and are depicted in Red Text*

AMENDMENT #1 - TODD JOHNSON: (Page 57 of the Warrant) - In Section 5.3.4 for the OR District – change the Maximum Height (stories) from 5 to 3 and Maximum Height (feet) from 60 to 40; and change Footnote B of Section 5.3.4 to read: Except that in the I1, I2 and OR districts the Planning Board may grant a special permit to increase the maximum building height to five stories and 60 feet. (Adopted Unanimously)

AMENDMENT #2 - ROBERT WALD: Use Table A.5.A – RESEARCH & DEVELOPMENT, LABORATORY, WHICH MAY INCLUDE ACCESSORY MANUFACTURING OF PRODUCTS IN TESTING AND DEVELOPMENT, except Level 3 and Level 4 biohazards are excluded. (Withdrawn)

AMENDMENT #3 - TODD JOHNSON: (Page 123 of the Warrant) - Use Table A.5. A - RESEARCH & DEVELOPMENT, LABORATORY, WHICH MAY INCLUDE ACCESSORY MANUFACTURING OF PRODUCTS IN TESTING AND DEVELOPMENT – under OR change the Y to PB. (Adopted 65/50)

AMENDMENT #4 - ROBERT WALD: Use Table A.3.D – NURSING HOME, REST HOME, SIMILAR LONG-TERM RESIDENTIAL-CONGREGATE CARE, WHICH MAY INCLUDE ACCESSORY ADULT DAY CARE, except congregate care not abut single-family A40 zone - A.2.L Continuing Care Retirement Community that does not abut single-family A40 zones (Ruled Out of Order)

Vote:	Amendment #1 was Adopted Unanimously	7:54 PM	5/4/22
	Amendment #2 was Withdrawn Unanimously	8:14 PM	5/4/22
	Amendment #3 was Adopted (Yes 65/No 50)	8:33 PM	5/4/22
	Amendment #4 was ruled Out of Order by the Moderator	8:33 PM	5/4/22
	The motion to Move the Question was Adopted	8:35 PM	5/4/22
	Article 29 was Adopted as Amended 121 Yes/1 No (2/3 required = 82)	8:38 PM	5/4/22

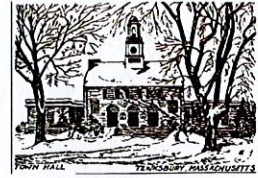
Executive Summary: This Article will recodify and amend the Zoning Bylaw to make the Bylaw easier for users to navigate, simplify, and update its language, and provide a better structure for predictability and flexibility in both the interests of current use and future adaptability. This article is a complete rewrite of the Tewksbury Zoning Bylaw following a 5-year process by the Committee over the course of 40 plus public meetings and 7 public presentations with the assistance of land use planning, land use legal, and design consultants.



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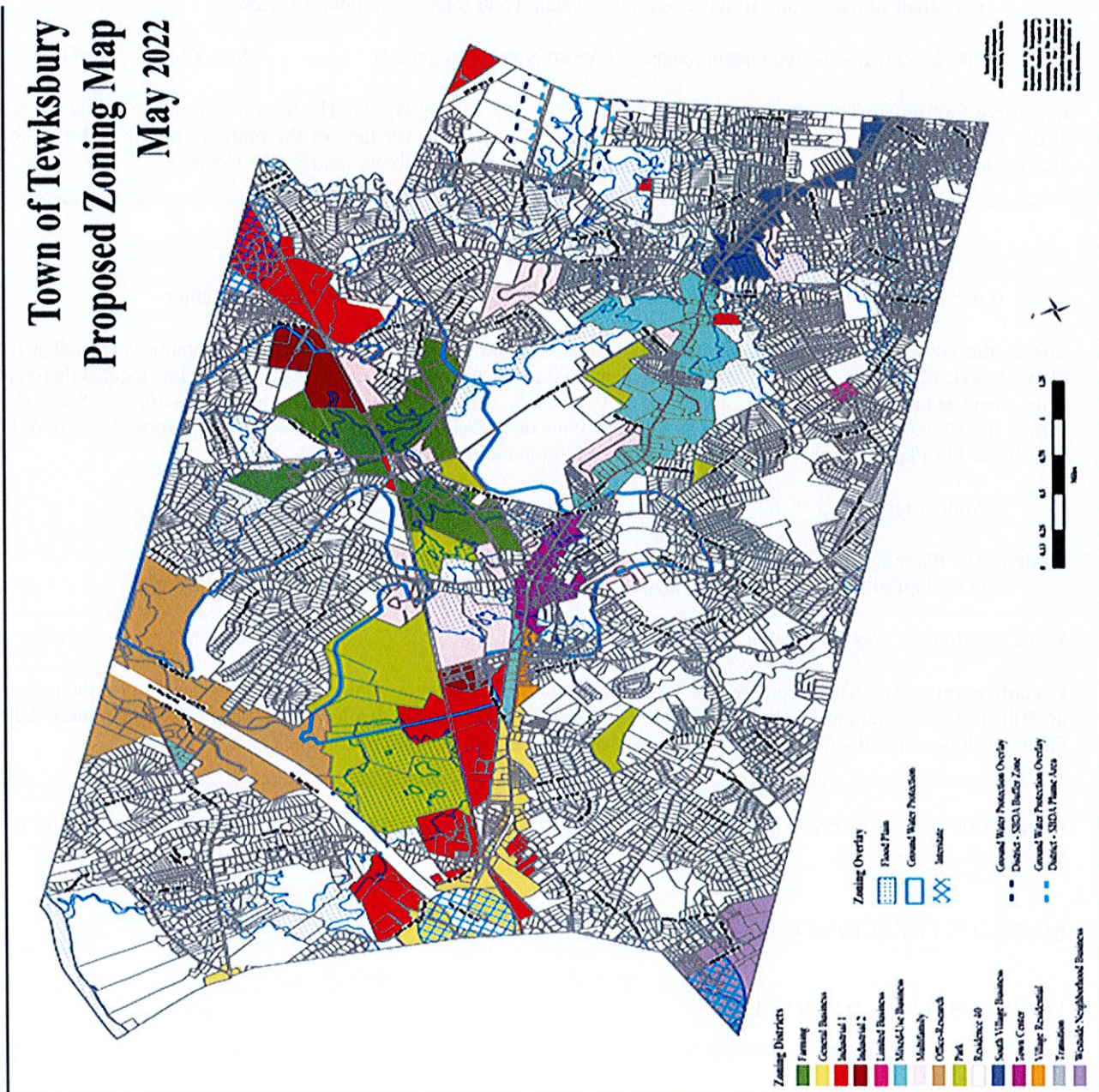


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ARTICLE 30

To see if the Town will vote to replace the existing Zoning Map dated October 2021 with the proposed zoning map on file with the Town Clerk's Office as depicted below or take any action relative thereto.

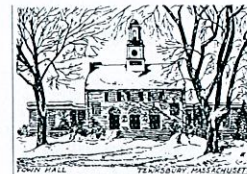




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Motion: The Finance Committee recommended Adoption of Article 30 and deferred to the Planning Board
The Planning Board recommended Adoption of Article 30 and deferred to the Zoning Bylaw Committee
The Board of Selectmen recommended Adoption of Article 30
On behalf of the Zoning Bylaw Committee, Chair Todd Johnson motioned to Adopt

Vote: Article 30 was Adopted Unanimously 121 Yes/0 No (2/3 Required) 8:41 PM 5/4/22

Executive Summary: This article is the companion to the new Zoning Bylaw. The map shown above aligns the districts in the zoning bylaw to their physical locations in Town. Large scale versions of the map are online and available for viewing at the Town Clerk's Office, Community Development Office, Library, and Senior Center.

ARTICLE 31

To see if the Town will vote to amend the Tewksbury Zoning Bylaw by taking the following action:

Change the Town of Tewksbury Zoning Map to change the zoning district classification of the premises located at 108 Maple Street, 118 Maple Street, 55 Memory Lane as well as fee interest in Memory Lane and all lots located thereon and being identified on the Assessor's Map as Map 88 Parcels 35, 36 and 25 as well as Map 89 Parcels 36, 37, 38 and 39 as well as the fee interest in the area shown as Memory Lane on a Plan of Land recorded Middlesex North Registry of Deeds Plan Book 144 Plan 135, from Residential (R40) to Multiple Family (MFD)

Andrea Jeffrey

Motion: The Planning Board recommended Indefinite Postponement of Article 31
On behalf of the petitioner, Attorney Douglas W. Sears, Esq. motioned to Withdraw the Article

Vote: Article 31 was Withdrawn Unanimously 8:43 PM 5/4/22

Executive Summary: The purpose of the Warrant Article is to change the zoning district classification for the property described in the warrant article from Residential (R40) to Multiple Family to allow Multi family development of the site. Such development will allow for the development of much needed housing within the Town.

Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the 2022 Annual Town Meeting Sine Die, and this motion was Adopted. 8:44 PM 5/4/22

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK

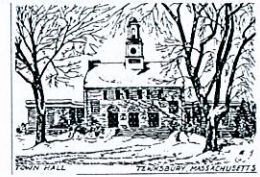
SPECIAL TOWN MEETING

May 4, 2022



Town of Tewksbury

TOWN HALL
1009 MAIN STREET
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Tewksbury Memorial High School
320 Pleasant Street
Special Town Meeting
May 4, 2022

Moderator Dustin Weir called to order the May 4, 2022 Special Town Meeting at 7:00 PM given that a quorum of voters was present and a properly served and returned warrant was in possession.

On Wednesday May 4, 2022, there were 108 voters and 11 visitors in attendance.

Connections Academy sophomore Dasia Allen sang our National Anthem.

The Moderator led the Assembly in The Pledge of Allegiance and made the following introductory comments:

Town Meeting Guidelines are printed in the back of the warrant for your reference. Voters are wearing ORANGE ribbons. Display those ribbons prominently so the counters and I can see them. Visitors are wearing RED ribbons, and other guests who are not registered voters in Tewksbury, must sit in the visitors' section in the bleachers to my left. The press table is to my left. Members of the press must remain at the table while they are in the hall.

Emergency exits are located at the back right corner of the gymnasium and in the cafeteria to both the left and right after you leave the gym. During the meeting, no one may stand in the entrances to the gym.

Officials and article sponsors who are addressing the voters may use the podium on the floor. Voters speaking on an issue may use the microphone in the middle aisle at the front of the seating area. Please begin your remarks by stating your full name and street address for the record and speak directly into the microphone. There is a five-minute limit for any appearance at the podium – if you ask a question, the clock will not stop during the response. I will inform you when you have one minute remaining. Address all comments and questions to or through the Moderator, not to officials or other voters. Visitors who wish to speak must have approval from the voters to do so, and will have three minutes.

During debate on an article, if a voter submits an amendment for consideration in writing, we will debate and act on the amendment immediately, then continue debate on the article, so only one amendment is pending at any time.

Please remain seated while in the hall unless rising to speak or vote. Stay at your seats during a vote so our counters can accurately tally standing counts. Turn your cell phones off or on silent and do not make phone calls in the hall. Chairman of the Finance Committee, Mr. Robert Kocsmiersky will make the first motion on every article unless the Finance Committee is deferring to another board.

Mr. Kocsmiersky motioned to Waive the Reading of the Warrant Articles and this motion was Adopted Unanimously
7:06 PM 5/4/22

Mr. Kocsmiersky motioned to allow certain anticipated non-residents to speak on issues, including Assistant Town Manager Steve Sadwick, Fire Chief Joe Kearns, School Business Manager David Libby, DPW Superintendent Brian Gilbert, Town Engineer Kevin Hardiman, Town Counsel Kevin Feeley, and others, some of whom may be asked to answer resident questions and this motion was Adopted Unanimously
7:07 PM 5/4/22

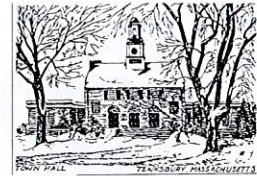
Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the May 4, 2022 Special Town Meeting Sine Die, and this motion was Adopted.
7:10 PM 5/4/22



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APPROPRIATION CERTIFICATE - SPECIAL TOWN MEETING – MAY 4, 2022

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee:
Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the
Special Town Meeting, convened by proper Warrant, on May 4, 2022.

ARTICLE		FREE CASH	TRANSFER FROM OTHER AVAILABLE FUNDS	MEMO
1	FY22 BUDGET TRANSFERS		576,000.00	
2	DPW SNOW AND ICE OPERATIONS	600,000.00		
3	OUTSTANDING BILLS		2,861.08	PRINCIPAL MATURING DEBT
	TOTAL	600,000.00	578,861.08	

Free Cash \$600,000.00

Transfers \$578,861.08

ATTEST:

DENISE GRAFFEO



Town of Tewksbury

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ARTICLE 1

To see if the Town will vote to transfer funds into the following FY2022 Departmental Budgets; or take any action related thereto:

DEPT	ACCOUNT		BUDGET
	ORG	OBJECT	SHORTFALL
Human Resources Professional Services	1011532	5310	15,000
Accounting Regular Salaries	1011351	5120	50,000
Town Manager Professional Services	1011232	5310	25,000
Town Hall Energy Utilities	1011922	5210	11,000
Town Clerk Full-Time Salaries	1011611	5111	20,000
COA Repairs and Maintenance	1085412	5240	7,000
Police Salaries Overtime	1042101	5130	110,000
Fire Salaries Full-Time Salaries	1042201	5160	15,000
Fire Salaries Overtime	1042201	5160	135,000
Fire Operating-Repairs and Maintenance	1042202	5240	16,000
DPW Fleet Gas/Diesel Fuel	10640062	5440	60,000
Facilities and Grounds Repairs and Maintenance	1096302	5240	20,000
Medicare Tax	1109152	5740	92,000
TOTAL SHORTFALL		Total	576,000

Said sum to be transferred from the following available funds:

DEPT	ACCOUNT		BUDGET
	ORG	OBJECT	SURPLUS
Principal Maturing Debt	1127102	5910	576,000
TOTAL SURPLUS		Total	576,000

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 1 was Adopted Unanimously

7:08 PM

5/4/22

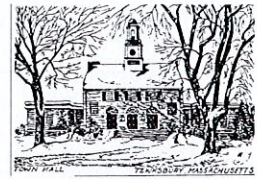
Executive Summary: This article transfers funds from accounts with a projected surplus to accounts with a projected deficit or to accounts to allow for the purchase of needed items or services.



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ARTICLE 2

To see if the Town will vote to transfer \$600,000 into the FY2022 DPW Snow & Ice Budget as follows; or take any action relative thereto.

DPW Snow & Ice-Salaries	1064231-5130	100,000
DPW Snow & Ice-Operating	Various Accounts	500,000
DPW Snow & Ice-Capital Outlay	1064233-5890	-
Total Transfers In		600,000

Said sum to be transferred from the following available funds:

July 1, 2021 Certified Free Cash (Surplus Revenue)	1-3590	\$600,000
Total Transfers Out		\$600,000

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$600,000 from Free Cash for the purpose of the Article

Vote: Article 2 was Adopted Unanimously 7:08 PM 5/4/22

Executive Summary: This article utilizes Free Cash certified as of July 1, 2021, to fund Department of Public Works - Snow and Ice due to the amount of snow and ice events during the winter which exceeded the amount budgeted.

ARTICLE 3

To see if the Town will vote to transfer the sum of \$2,861.08 from Principal Maturing Debt to pay for the following outstanding bills from the previous year; or take any action relative thereto.

Aubuchon Hardware	27.37
Mental Health First Aid	335.30
Cisco	113.61
Badger Meter	331.08
Langone and Associates	2,530.00
Total	2,861.08

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer

Vote: Article 3 was Adopted Unanimously (9/10 Required) 7:09 PM 5/4/22

Executive Summary: According to Massachusetts General Laws Chapter 44 § 64, bills that are late must be approved by Town Meeting before payment. This article authorizes the charges to be paid.

Finance Committee Chairman, Rob Kocsmiersky motioned to Adjourn the May 4, 2022 Special Town Meeting Sine Die, and this motion was Adopted. 7:10 PM 5/4/22

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK

STATE PRIMARY

September 6, 2022

	1	2	3	4	5	5A	6	7	8	TOTAL
Registered voters	2820	3105	3113	2829	2678	445	2919	3226	3027	24162
Voters	560	625	562	654	587	91	563	736	616	4994
Percentage	20%	20%	18%	23%	22%	20%	19%	23%	20%	21%

GOVERNOR (DEM)

SONIA ROSA CHANG-DÍAZ	57	51	47	53	48	10	50	56	43	415
MAURA HEALEY	284	316	274	342	293	57	280	374	342	2562
<i>Total number of write-ins</i>	1	2	1	2	0	0	0	1	1	8
Times Blank Voted	5	7	11	9	3	1	6	7	10	59
Total Ballots	347	376	333	406	344	68	336	438	396	3044

LT. GOVERNOR (DEM)

KIMBERLEY DRISCOLL	164	196	147	204	157	30	163	231	198	1490
TAMI GOUVEIA	75	68	69	70	75	9	76	87	86	615
ERIC P. LESSER	93	92	94	108	94	24	82	89	85	761
<i>Total number of write-ins</i>	1	2	0	2	0	0	1	1	0	7
Times Blank Voted	14	18	23	22	18	5	14	30	27	171
Total Ballots	347	376	333	406	344	68	336	438	396	3044

ATTORNEY GENERAL (DEM)

ANDREA JOY CAMPBELL	134	130	133	154	115	23	110	168	143	1110
SHANNON ERIKA LISS-RIORDAN	142	168	109	169	143	22	146	162	155	1216
QUENTIN PALFREY	56	67	79	66	71	17	71	80	77	584
<i>Total number of write-ins</i>	2	0	0	1	0	0	0	1	1	5
Times Blank Voted	13	11	12	16	15	6	9	27	20	129
Total Ballots	347	376	333	406	344	68	336	438	396	3044

SECRETARY OF STATE (DEM)

WILLIAM FRANCIS GALVIN	269	300	254	322	273	50	248	338	307	2361
TANISHA M. SULLIVAN	77	73	74	80	64	16	78	90	81	633
<i>Total number of write-ins</i>	1	1	1	0	0	0	0	1	0	4
Times Blank Voted	0	2	4	4	7	2	10	9	8	46
Total Ballots	347	376	333	406	344	68	336	438	396	3044

TREASURER (DEM)

DEBORAH B. GOLDBERG	305	325	282	348	301	57	292	357	334	2601
<i>Total number of write-ins</i>	1	3	1	1	1	0	2	4	1	14
Times Blank Voted	41	48	50	57	42	11	42	77	61	429
Total Ballots	347	376	333	406	344	68	336	438	396	3044

**Town of Tewksbury
September 6, 2022 State Primary**

AUDITOR (DEM)

CHRISTOPHER S. DEMPSEY	116	126	106	127	105	18	108	133	108	947
DIANA DiZOGGIO	204	228	201	252	217	42	206	263	255	1868
<i>Total number of write-ins</i>	3	0	0	0	0	0	0	2	1	6
Times Blank Voted	24	22	26	27	22	8	22	40	32	223
Total Ballots	347	376	333	406	344	68	336	438	396	3044

REPRESENTATIVE IN CONGRESS SIXTH DISTRICT (DEM)

SETH MOULTON	306	337	289	353	303	61	292	378	358	2677
<i>Total number of write-ins</i>	2	3	3	3	2	0	2	4	2	21
Times Blank Voted	39	36	41	50	39	7	42	56	36	346
Total Ballots	347	376	333	406	344	68	336	438	396	3044

COUNCILLOR FIFTH DISTRICT (DEM)

EILEEN R. DUFF	295	320	267	338	295	52	284	342	328	2521
<i>Total number of write-ins</i>	2	1	1	0	0	0	0	2	1	7
Times Blank Voted	50	55	65	68	49	16	52	94	67	516
Total Ballots	347	376	333	406	344	68	336	438	396	3044

SENATOR IN GENERAL COURT SECOND ESSEX & MIDDLESEX DISTRICT (DEM)

BARRY R. FINEGOLD	302	326	283	355	305	56	289	368	344	2628
<i>Total number of write-ins</i>	2	2	2	1	0	0	0	2	1	10
Times Blank Voted	43	48	48	50	39	12	47	68	51	406
Total Ballots	347	376	333	406	344	68	336	438	396	3044

REPRESENTATIVE IN GENERAL COURT EIGHTEENTH ESSEX DISTRICT (DEM)

TRAM T. NGUYEN			281			58		371		710
<i>Total number of write-ins</i>			4			1		2		7
Times Blank Voted			48			9		65		122
Total Ballots			333			68		438		839

REPRESENTATIVE IN GENERAL COURT NINETEENTH MIDDLESEX DISTRICT (DEM)

DAVID A. ROBERTSON		335		353	300		299		345	1632
<i>Total number of write-ins</i>		2		1	0		0		2	5
Times Blank Voted		39		52	44		37		49	221
Total Ballots		376		406	344		336		396	1858

REPRESENTATIVE IN GENERAL COURT SEVENTEENTH MIDDLESEX DISTRICT (DEM)

VANNA HOWARD		293								293
<i>Total number of write-ins</i>		1								1
Times Blank Voted		53								53
Total Ballots		347								347

Town of Tewksbury
September 6, 2022 State Primary

DISTRICT ATTORNEY NORTHERN DISTRICT (DEM)

MARIAN T. RYAN	302	328	282	351	297	56	293	363	340	2612
<i>Total number of write-ins</i>	1	2	1	1	0	0	1	3	1	10
Times Blank Voted	44	46	50	54	47	12	42	72	55	422
Total Ballots	347	376	333	406	344	68	336	438	396	3044

SHERIFF MIDDLESEX COUNTY (DEM)

PETER J. KOUTOUJIAN	301	320	274	347	293	52	290	351	338	2566
<i>Total number of write-ins</i>	1	3	0	0	0	0	0	3	1	8
Times Blank Voted	45	53	59	59	51	16	46	84	57	470
Total Ballots	347	376	333	406	344	68	336	438	396	3044

GOVERNOR (REP)

GEOFF DIEHL	135	161	138	135	136	14	139	189	139	1186
CHRIS DOUGHTY	76	85	87	111	107	9	85	107	79	746
<i>Total number of write-ins</i>	0	2	0	0	0	0	1	0	0	3
Times Blank Voted	2	1	4	2	0	0	2	2	2	15
Total Ballots	213	249	229	248	243	23	227	298	220	1950

LT. GOVERNOR (REP)

LEAH V. ALLEN	127	141	145	137	131	14	141	159	122	1117
KATE CAMPANALE	73	93	72	94	92	7	71	120	81	703
<i>Total number of write-ins</i>	1	3	0	1	1	0	1	0	0	7
Times Blank Voted	12	12	12	16	19	2	14	19	17	123
Total Ballots	213	249	229	248	243	23	227	298	220	1950

ATTORNEY GENERAL (REP)

JAMES R. McMAHON, III	176	215	182	197	200	19	181	246	167	1583
<i>Total number of write-ins</i>	1	0	1	2	0	0	2	0	2	8
Times Blank Voted	36	34	46	49	43	4	44	52	51	359
Total Ballots	213	249	229	248	243	23	227	298	220	1950

SECRETARY OF STATE (REP)

RAYLA CAMPBELL	173	208	174	195	195	19	173	240	159	1536
<i>Total number of write-ins</i>	0	0	1	2	2	0	1	1	0	7
Times Blank Voted	40	41	54	51	46	4	53	57	61	407
Total Ballots	213	249	229	248	243	23	227	298	220	1950

TREASURER (REP)

<i>Total number of write-ins</i>	20	21	15	34	21	2	25	25	19	182
Times Blank Voted	193	228	214	214	222	21	202	273	201	1768
Total Ballots	213	249	229	248	243	23	227	298	220	1950

Town of Tewksbury
September 6, 2022 State Primary

AUDITOR (REP)

ANTHONY AMORE	172	205	178	203	195	19	177	246	167	1562
<i>Total number of write-ins</i>	0	1	0	1	0	0	0	0	1	3
Times Blank Voted	41	43	51	44	48	4	50	52	52	385
Total Ballots	213	249	229	248	243	23	227	298	220	1950

REPRESENTATIVE IN CONGRESS SIXTH DISTRICT (REP)

BOB MAY	170	205	176	193	188	19	178	244	174	1547
<i>Total number of write-ins</i>	0	2	2	1	0	0	1	0	0	6
Times Blank Voted	43	42	51	54	55	4	48	54	46	397
Total Ballots	213	249	229	248	243	23	227	298	220	1950

COUNCILLOR FIFTH DISTRICT (REP)

MICHAEL C. WALSH	168	194	170	192	186	19	171	234	159	1493
<i>Total number of write-ins</i>	0	3	0	1	2	0	1	0	1	8
Times Blank Voted	45	52	59	55	55	4	55	64	60	449
Total Ballots	213	249	229	248	243	23	227	298	220	1950

SENATOR IN GENERAL COURT SECOND ESSEX & MIDDLESEX DISTRICT (REP)

SALVATORE PAUL DeFRANCO	173	206	183	195	197	18	182	251	168	1573
<i>Total number of write-ins</i>	0	2	0	1	0	0	1	0	0	4
Times Blank Voted	40	41	46	52	46	5	44	47	52	373
Total Ballots	213	249	229	248	243	23	227	298	220	1950

REPRESENTATIVE IN GENERAL COURT EIGHTEENTH ESSEX DISTRICT (REP)

JEFFREY PETER DUFOUR			191			20		260		471
<i>Total number of write-ins</i>			1			0		0		1
Times Blank Voted			37			3		38		78
Total Ballots			229			23		298		550

REPRESENTATIVE IN GENERAL COURT NINETEENTH MIDDLESEX DISTRICT (REP)

PAUL SARNOWSKI		201		191	194		179		166	931
<i>Total number of write-ins</i>		3		1	0		1		1	6
Times Blank Voted		45		56	49		47		53	250
Total Ballots		249		248	243		227		220	1187

REPRESENTATIVE IN GENERAL COURT SEVENTEENTH MIDDLESEX DISTRICT (REP)

<i>Total number of write-ins</i>	23									23
Times Blank Voted	190									190
Total Ballots	213									213

Town of Tewksbury
September 6, 2022 State Primary

DISTRICT ATTORNEY NORTHERN DISTRICT (REP)

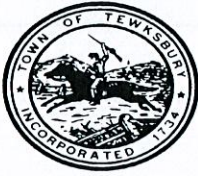
<i>Total number of write-ins</i>	21	32	16	34	36	2	32	33	28	234
<i>Times Blank Voted</i>	192	217	213	214	207	21	195	265	192	1716
<i>Total Ballots</i>	213	249	229	248	243	23	227	298	220	1950

SHERIFF MIDDLESEX COUNTY (REP)

<i>Total number of write-ins</i>	20	21	14	33	28	1	28	28	23	196
<i>Times Blank Voted</i>	193	228	215	215	215	22	199	270	197	1754
<i>Total Ballots</i>	213	249	229	248	243	23	227	298	220	1950

SPECIAL TOWN MEETING

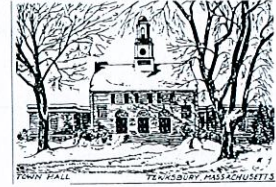
October 3, 2022



Town of Tewksbury

TOWN HALL
1009 MAIN STREET
TEWKSBURY, MASSACHUSETTS 01876

OFFICE OF TOWN CLERK



DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

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dgraffeo@tewbury-ma.gov

Tewksbury Memorial High School
320 Pleasant Street
Special Town Meeting
October 3, 2022

Moderator, Dustin Weir called to order the October 3, 2022 Special Town Meeting at 7:00 PM given that a quorum of voters was present and a properly served and returned warrant was in possession.

On Monday, October 3, 2022, there were 241 voters and 24 visitors in attendance.

To honor our Nation and our flag, Tewksbury Memorial High School Junior Jillian Waugh sang our National Anthem.

The Moderator led the Assembly in The Pledge of Allegiance

Moderator Weir made the following introductory comments:

Welcome to the Tewksbury Special Town Meeting. As we begin our meeting, I want to take a moment to talk about ground rules. Town Meeting is the legislative body for our community, where we work together to debate the merits of the articles within the warrant before you. Please take a moment to refer to the Glossary of Terms at the back of your warrant. Because Tewksbury has an Open Town Meeting, each registered voter in Tewksbury is eligible to act on fiscal issues, zoning changes, bylaw amendments, and other matters affecting the town. Voters must wear their voting ribbon conspicuously in order to be counted during standing votes. Please ensure that it is on your person, not your jacket.

This meeting is being recorded. As we move through the articles, presenters or sponsors on the articles will be allowed to speak first before I open the floor to debate. A voter desiring to speak should approach the microphone, await recognition by me, and identify yourself when recognized by name and address for the record. I ask members of Boards to do the same.

Each speaker is allowed up to five minutes to speak on an article. Please speak clearly into the microphone so the body can hear you. I will let you know when you have 30 seconds left on your time by tapping the podium. When you hear that tapping, that is your signal to wrap up your remarks.

Speakers can disagree with any official, with any other voter, volunteer, or any board. We have a strong tradition in Tewksbury of maintaining a respectful dialogue during Town Meeting. I will do everything I can to ensure that each speaker is shown respect and that your questions are answered. I ask that all participants kindly do the same. Residents refusing to conduct themselves in a manner befitting this body will be asked to cede the floor, and potentially be escorted from the meeting. I hope I don't have to enforce that rule. Let's work together to address the issues before this body fairly and efficiently.

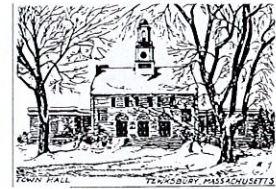
I will accept a motion to move the question, however, I reserve the right to make sure we have had some dialogue about the motion. All questions on the floor are to be directed to the Moderator. If you are amending an article, you must present it to the Town Clerk in writing. We will vote on the amendment first. If the amendment passes it will then become part of the Main Motion and we will discuss it. If the amendment does not pass, then we go back to the Main Motion as it is written in the warrant.



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When you came in tonight you were given the warrant with the articles we will be discussing, along with a handout with the Finance Committee recommendations, and a supplemental handout from the Town Manager with detailed explanations for several articles and funds. Scrivener's errors are also noted in that document.

At this time, please silence your cell phones and ensure your voter ribbon is showing so that counters can easily see it when we do standing counts. Counters – please go to your sections. Ladies and gentlemen – please take note of the counter for your section. When we do a standing count it is important that you pay attention to your counter and sit down once counted – your counter will nod at you when you are counted.

Do we have anyone in the auditorium who is not a registered voter here in Tewksbury? A show of hands please? We welcome you to town meeting and hope that you enjoy this process. Visitors may attend the meeting and sit only in the reserved for visitors' section. Media may sit in the visitors' section or at the press table. For all of you that attend faithfully, I thank you for your continued presence this evening and your commitment to and involvement in this community.

Sitting up here are the various boards of the Town with elected and appointed members including the Select Board, Town Counsel, the Planning Board, the Board of Health, Department Heads, the Finance Committee, the School Committee, Library Trustees, the Shawsheen Tech School Committee, and the Housing Authority.

The Moderator introduced the Chairman of the Finance Committee, Rob Kocsmiersky. Mr. Kocsmiersky will make the first motion on every Article unless the Finance Committee is deferring to another board. Mr. Kocsmiersky motioned to Waive the Reading of the Warrant Articles and this motion was Adopted

7:09 PM 10/3/22

Finance Committee Chairman, Robert Kocsmiersky motioned to allow certain anticipated non-residents to speak on issues, including Assistant Town Manager Steve Sadwick, Fire Chief Joe Kearns, School Business Manager David Libby, DPW Superintendent Brian Gilbert, Town Engineer Kevin Hardiman, Town Counsel Kevin Feeley, Representatives of Weston & Sampson Engineering and others, some of whom may be asked to answer resident questions, and this motion was Adopted.

7:10 PM 10/3/22

Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the October 3, 2022 Special Town Meeting Sine Die and this motion was Adopted.

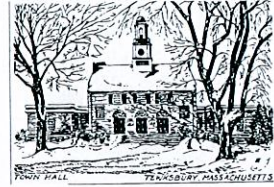
8:53 PM 10/3/22



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APPROPRIATION CERTIFICATE – SPECIAL TOWN MEETING – OCTOBER 3, 2022

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee:
Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the
Special Town Meeting, convened by proper Warrant, on October 3, 2022.

ARTICLE		RAISE & APPROPRIATE	TRANSFER FROM FREE CASH	BORROW	CPA UNDESIGNATED RESERVE
2	OUTSTANDING FY22 BILLS	126,041.35			
3	INCREASE FY23 DEPARTMENTAL BUDGETS	2,134,335.00			
4	ONE TIME CAPITAL EXPENDITURES		2,600,250.00		
5	DPW/SCHOOL MAINTENANCE FACILITY			26,500,000.00	
6	STABILIZATION FUND		4,336,635.00		
7	SKATE PARK IMPROVEMENTS				25,000.00
TOTALS		2,260,376.35	6,936,885.00	26,500,000.00	25,000.00

Raise & Appropriate \$2,260,376.35

Transfer From Free Cash \$6,936,885.00

Borrow \$26,500,000.00

CPA Undesignated Reserve \$25,000.00

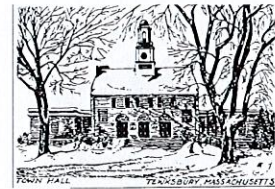
ATTEST: DENISE GRAFFEO
TOWN CLERK



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ARTICLE 1

To see if the Town will vote to update and fix the salaries of elected officials for the Fiscal Year 2023.

	<u>Current</u>	<u>Proposed</u>
<u>BOARD OF HEALTH</u>		
Chairman	405	3,000
Members	315	2,500
<u>MODERATOR</u>		
	450	1,000
<u>PLANNING BOARD</u>		
Chairman	1,080	3,000
Members	765	2,500
<u>SCHOOL COMMITTEE</u>		
Chairman	2,700	3,000
Members	2,250	2,500
<u>SELECTMEN</u>		
Chairman	5,400	6,000
Members	4,500	5,000

Town Manager

Motion: The Finance Committee motioned to Adopt Article 1

Vote: Article 1 was Adopted

7:11 PM

10/3/22

Executive Summary: The purpose of the article is to fix the salaries of certain elected Town officials.

ARTICLE 2

To see if the Town will vote to raise and appropriate the sum of \$126,041.35 to pay for the following outstanding bills from the previous fiscal year; or take any other action relative thereto.

<u>Unpaid Invoice</u>	<u>Amount</u>
Commonwealth of MA Department of Unemployment Assistance	\$ 119,548.69
Formax	\$ 450.00
Badger Meter	\$ 282.13
Ira Honda 128	\$ 524.63
MHQ Inc.	\$ 5,235.90
Total	\$ 126,041.35

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$126,041.35 for the purpose of the Article

Vote: Article 2 was Adopted Unanimously (9/10 Required)

7:12 PM

10/3/22

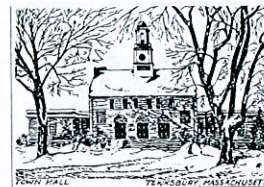
Executive Summary: According to M.G.L. c. 44 § 64, bills that are late must be approved by Town Meeting before payment. This article authorizes the charges to be paid.



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ARTICLE 3

To see if the Town will vote to raise and appropriate funds into the Following FY2023 Departmental Budgets; or take any action related thereto:

<u>Department and Line Item</u>	<u>Account Number</u>	<u>Amount</u>
Moderator Salary	1011141-5103	\$ 550
Board of Selectmen Elected Salaries	1011221-5103	\$ 3,100
Board of Health Elected Salaries	1075101-5103	\$ 13,520
Planning Board Elected Salaries	1011751-5103	\$ 10,595
School Committee Elected Salaries		\$ 1,550
Police Regular Salaries	1042101-5111	\$ 292,000
Police Professional Services	1042102-5310	\$ 53,000
Fire Regular Salaries	1042201-5111	\$ 289,955
Fire Professional Services	1042202-5310	\$ 12,300
Fire Professional Services	1042202-5310	\$ 9,290
Fire Uniforms	1042202-5580	\$ 25,600
DPW Highway Regular Salaries	10640031-5111	\$ 156,615
DPW Engineering		\$ 500,000
DPW Engineering		\$ 250,000
Accounting Munis Software	1011352-5501	\$ 46,422
Computer Services Professional Services	1011362-5310	\$ 68,309
Treasurer Unclassified Principal Maturing Debt	1127102-5910	\$ 80,000
Treasurer Unclassified Interest Maturing Debt	1127512-5915	\$ 321,529
Total		\$ 2,134,335

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$2,134,335 for the purpose of the Article

Vote: Article 3 was Adopted Unanimously

7:15 PM

10/3/22

Executive Summary: This article raises and appropriates funds to FY2023 Budgets. The additional funds are available since State and Local revenue will be higher than projected.

ARTICLE 4

To see if the Town will vote to transfer from the certified General Fund Free Cash a sum of \$2,600,250 to be expended by the Town Manager to fund the following: or take any other action relative thereto

Increase Cost of previously approved DPW Vehicles	\$ 75,000
Fuel Storage Upgrade	\$ 75,000
6 Ton Asphalt Hot Box	\$ 70,000
Prisoner Transport Van for Police Department	\$ 94,847
UTV Vehicle for Police and Fire	\$ 40,000
Police Station Repairs/Upgrades	\$ 85,360
Animal Control Vehicle	\$ 85,043
Library Carpet for Second floor	\$ 75,000
Additional Funding for Bayberry Lane Culvert	\$ 500,000
DPW/School Maintenance Facility	\$ 1,500,000
Total	2,600,250

Town Manager



Town of Tewksbury

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Motion: The Finance Committee motioned to Adopt; Transfer \$26,500,000 for the purpose of the Article

Vote: Article 4 was Adopted Unanimously

7:16 PM

10/3/22

Executive Summary: This article transfers funds from certified General Fund Free Cash for specific one-time capital expenditures. The plan is to use Free Cash if it is certified by the Massachusetts Department of Revenue prior to Town Meeting, and if not, the plan will be to use the Stabilization Fund.

ARTICLE 5

To see if the Town will vote to appropriate the sum of \$26,500,000 to be expended by the Town Manager for the cost of design and engineering, construction and furnishing of a new DPW/School Maintenance Facility, and including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, and, if by borrowing, the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 7(1) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore; or take any action relative thereto. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Motion: That the Town hereby appropriates the sum of \$26,500,000, for the cost of design and engineering, construction and furnishing of a new DPW/School Maintenance Facility, and for the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 7(1) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Town Manager

Motion: The Finance Committee motioned that the Town hereby appropriates the sum of \$26,500,000, for the cost of design and engineering, construction and furnishing of a new DPW/School Maintenance Facility, and for the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 7(1) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Vote: Article 5 was Adopted Yes 162/No 54 (2/3 required = 144)

7:46 PM

10/3/22

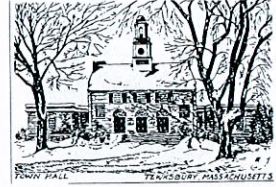
Executive Summary: This article authorizes the Town to borrow funds for the cost to construct a DPW/School Maintenance Facility.



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ARTICLE 6

To see if the Town will vote to transfer the sum of money from certified General Fund Free Cash to the Town Stabilization Fund; or take any other action relative thereto.

Town Manager

Motion: Town Manager, Richard Montuori offered an Amendment to Article 6
The Finance Committee motioned to Adopt as Amended; Transfer \$4,336,635 from General Fund Free Cash to the Town Stabilization Fund

Vote:	The Amendment was Adopted Unanimously	7:48 PM	10/3/22
	Article 6 was Adopted as Amended Unanimously	7:52 PM	10/3/22

AMENDMENT: To see if the Town will vote to transfer the sum of money **\$4,336,635** from certified General Fund Free Cash to the Town Stabilization Fund; or take any other action relative thereto.

ARTICLE 6 AS AMENDED: To see if the Town will vote to transfer the sum of \$4,336,635 from certified General Fund Free Cash to the Town Stabilization Fund; or take any other action relative thereto.

Executive Summary: This article seeks approval to set aside these funds in the Stabilization Fund to be used for future emergencies or one-time purchases or projects.

ARTICLE 7

To see if the Town will vote to appropriate the sum of \$25,000 from the Community Preservation Fund Undesignated Reserve for the purpose of purchasing equipment and upgrading and improving the Skate Park at Saunders Recreation Complex on Livingston Street pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt Article 7; Appropriate \$25,000 from the Community Preservation Fund Undesignated Reserve for the purpose of the Article.

Vote:	Article 7 was Adopted Unanimously	7:53 PM	10/3/22
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Executive Summary: This funding will allow for improvements to the Skate Park at Saunders Recreation Complex on Livingston Street.



Town of Tewksbury

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TOWN CLERK

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ARTICLE 8

To see if the Town will take the following actions relative to allowing retail marijuana establishments:

- 1) vote to delete the existing Chapter 5.10 in the Town General Bylaws in its entirety and replace it with the following:

Chapter 5.10

MARIJUANA ESTABLISHMENTS

Sections:

5.10.010	Purpose
5.10.020	Definitions
5.10.030	Medical Marijuana Treatment Centers
5.10.040	Limits on the Number of Select Board Licenses for Marijuana Retailers
5.10.050	General Requirements for Marijuana
5.10.060	Marijuana Establishment Select Board License
5.10.070	Fines
5.10.080	Implementation

5.10.010 Purpose

The intent of this section is to permit Storefront Marijuana Retailers to operate pursuant to local requirements to ensure safe and appropriate implementation to Massachusetts General Laws, Chapter 94G, Section 1 and Chapter 94I, Section 1 and the regulations promulgated thereunder, as they may be amended. If any provisions of this section shall be held to be invalid, those provisions shall be severable and the remaining sections shall be valid.

5.10.020 Definitions

Reference is given to Massachusetts General Laws, Chapter 94G, Section 1 and Chapter 94I, Section 1 and the regulations promulgated thereunder, as they may be amended. In the event there is a conflict between the following definitions and those contained in the foregoing State laws and regulations, the definitions contained in the foregoing State laws and regulations shall govern.

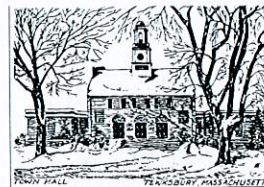
- a. Cannabis Control Commission: the Massachusetts Cannabis Control Commission (CCC);
- b. Hemp: the plant of the genus Cannabis or any part of the plant, whether growing or not, with a delta-9-tetrahydrocannabinol concentration that does not exceed 0.3 per cent on a dry weight basis of any part of the plant of the genus Cannabis, or per volume or weight of Marijuana product, or the combined per cent of delta-9-tetrahydrocannabinol and tetrahydrocannabinol acid in any part of the plant of the genus Cannabis regardless of moisture content;
- c. Manufacture: to compound, blend, extract, infuse or otherwise make or prepare Marijuana product;
- d. Marijuana: all parts of any plant of the genus Cannabis, not excepted below and whether growing or not; the seeds thereof; and resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture or preparation of the plant, its seeds or resin including tetrahydrocannabinol as defined in Section 1 of Chapter 94C; provided, however that "Marijuana" shall not include (1) the mature stalks



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of the plant, fiber produced from the stalks, oil, or cake made from the seeds of the plant, any other compound, manufacture, salt derivative, mixture or preparation of the mature stalks, fiber, oil or cake made from the seeds of the plant or the sterilized seed of the plant that is incapable of germination; (2) Hemp; or (3) the weight of any other ingredient combined with Marijuana to prepare topical or oral administrations, food, drink or other products. Marijuana also includes Marijuana products except where the context clearly indicates otherwise.

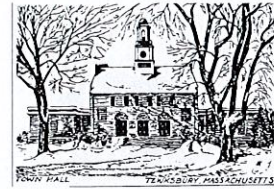
- e. Marijuana Cultivator: an entity licensed by the Cannabis Control Commission to cultivate, process and package Marijuana, to deliver Marijuana to Storefront Marijuana Retailers and to transfer Marijuana to other Marijuana Establishments, but not to consumers;
- f. Marijuana Establishment: A Marijuana Retailer, Marijuana Product Manufacturer, Marijuana Cultivator, Marijuana Independent Testing Laboratory or any other type of Cannabis Control Commission-licensed Marijuana-related business or entity;
- g. Marijuana Establishment Agent: a board member, director, employee, executive, manager or volunteer of a Marijuana Establishment, who is 21 years of age or older. Employee includes a consultant who provides on-site services to a Marijuana Establishment related to the cultivation, harvesting, preparation, packaging, storage, testing or dispensing of Marijuana;
- h. Marijuana Independent Testing Laboratory: an entity licensed by the Cannabis Control Commission that is (I) accredited to the most current International Organization for Standardization 17025 by a third-party accrediting body that is a signatory to the International Laboratory Accreditation Accrediting Cooperation Mutual Recognition Arrangement or that is otherwise approved by the Cannabis Control Commission; (ii) independent financially from any Medical Marijuana Treatment Center or any Cannabis Control Commission licensee or Marijuana Establishment of which it conducts a test; and (iii) qualified to test Marijuana in compliance with 935 CMR 500.160 and M.G.L. chapter 94C, Section 34.
- i. Marijuana Product Manufacturer: an entity licensed by the Cannabis Control Commission to obtain, manufacture, process and package Marijuana and Marijuana Products, to deliver Marijuana and Marijuana Products to Storefront Marijuana Retailers and to transfer Marijuana and Marijuana Products to other Marijuana Establishments, but not to consumers;
- j. Marijuana Products: products that have been manufactured and contain Marijuana or an extract from Marijuana, including concentrated forms of Marijuana and products composed of Marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments and tinctures;
- k. Marijuana Retailer: an entity licensed by the Cannabis Control Commission to purchase and deliver Marijuana and Marijuana Products from Marijuana Establishments and to deliver, sell or otherwise transfer Marijuana and Marijuana Products to Marijuana Establishments and to consumers;
- l. Medical Marijuana Treatment Center: an entity that acquires, cultivates, possesses, processes (including development of related products such as edible Marijuana- infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers Marijuana, products containing



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Marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers for medical use;

- m. Storefront Marijuana Retailer: A Marijuana Retailer providing a retail location accessible to consumers 21 years of age or older or in possession of a registration card demonstrating that the individual is a registered qualifying patient with the Massachusetts Medical Use of Marijuana Program.

5.10.030. Medical Marijuana Treatment Centers

Medical Marijuana Treatment Centers licensed prior to July 1, 2017 may be licensed pursuant to Section 5.10.060 below, as the Select Board may determine in conformity with applicable State and local laws.

5.10.040 Limits on the Number of Select Board Licenses for Marijuana Retailers

The Select Board shall not issue more Storefront Marijuana Retailer licenses than the number that is 20% of the number of liquor licenses for off-premises alcohol consumption that have been issued by the Select Board pursuant to M.G.L. Chapter 138, Section 15, as rounded up to the nearest whole number in the event the number is a fraction.

5.10.050 General Requirements for Marijuana

Storefront Marijuana Retailers shall comply with the following requirements:

A. General

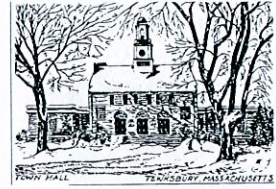
1. Storefront Marijuana Retailers shall comply with applicable State and local laws, regulations, bylaws, codes, conditions and agreements with the Town of Tewksbury, including, but not limited to, M.G.L. Chapter 94G, Chapter 94i, 935 CMR 500, the Town of Tewksbury General Bylaws, the Town of Tewksbury's Zoning Bylaw, all applicable Town building, fire prevention, police and health codes, regulations and standards and any conditions imposed upon licenses and permits held by the Storefront Marijuana Retailers.
2. Storefront Marijuana Retailers shall execute and maintain a Host Community Agreement with the Town of Tewksbury which shall include the conditions for having the Marijuana Establishment within the Town in conformity with all applicable laws. The Town Manager, working with the Select Board, shall coordinate the language and conditions of said agreement for the review and approval of the Select Board.
3. Storefront Marijuana Retailers shall maintain all permits and licenses required by State and local laws, including, but not limited to, a valid current license in good standing from the Cannabis Control Commission. Any voiding of the good standing from the Cannabis Control Commission's license by operation of law (including due to the cessation of operations, failure to become operational within the permitted time, or relocation without Cannabis Control Commission approval), and any revocation or suspension of the Storefront Marijuana Retailer's Cannabis Control Commission license, shall result in an automatic suspension of the Select Board's license pending hearing or the opportunity therefore afforded to the Storefront Marijuana Retailer.



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4. All taxes and charges owed to the Town must be paid on a current basis. The Town may place a lien on the property of any person who has an outstanding balance due the Town from any fee, charge or tax, which balance is at least six (6) months past due.
5. Any Storefront Marijuana Retailer licensee wishing to close a place of business or cease operations, whether on a temporary or permanent basis, may do so only if permitted by State Law and must submit to the Select Board a written request for the Select Board's permission to do so, stating the reason for and length of such closing or inactivity. Failure to provide such notice and to obtain such permission may, after hearing and reasonable opportunity therefor, result in cancellation of the license.

B. Operational Requirements

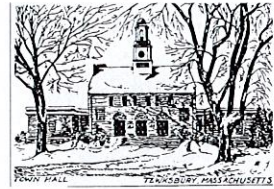
1. All Storefront Marijuana Retailers' licensed operations shall be conducted within a building or fixed structure.
2. No Storefront Marijuana Retailer shall allow cultivation, processing, manufacture, sale or display of Marijuana or Marijuana Products to be visible from a public place without the use of binoculars, aircraft or other optical aids.
3. Storefront Marijuana Retailers may cultivate, process, test, store and manufacture Marijuana or Marijuana Products only within an area that is enclosed and secured in a manner that prevents access by persons not permitted by the Storefront Marijuana Retailer to access the area.
4. No Storefront Marijuana Retailer shall allow any person under 21 years of age to volunteer or work for the Storefront Marijuana Retailer.
5. The hours of operation of the Storefront Marijuana Retailer shall be set by the Select Board. The licensee shall not change the hours of operation without Select Board approval.
6. Storefront Marijuana Retailers shall ensure that their hours and methods of transportation of product shall not be detrimental to the surrounding area and nearby uses.
7. Storefront Marijuana Retailers shall not permit any disorder, disturbance, or illegality under State or local law of any kind on the premises.
8. Storefront Marijuana Retailer operations shall not result in illegal redistribution under State or local law of Marijuana obtained from the Storefront Marijuana Retailer, or in use of Marijuana in any manner that violates State or local laws.
9. Storefront Marijuana Retailer operations shall not create nuisance conditions in parking areas, sidewalks, streets and areas surrounding its premises and adjacent properties. "Nuisance" includes, but is not limited to, disturbances of the peace, open public consumption of Marijuana, excessive pedestrian or vehicular traffic, odors emanating from the Storefront Marijuana Retailer's premises, electrical lighting, illegal drug activity as defined under State and local laws, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, excessive citation for violations of State traffic laws and regulations and/or Transportation Department Rules and Regulations, queuing of patrons (vehicular and pedestrian) in or other obstructions of the public way (sidewalks and streets), collisions between vehicles, bicyclists and pedestrians, lewd conduct or police detentions and arrests.



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10. Storefront Marijuana Retailers shall equip the premises and other conduct their operations in such a manner that (a) no pesticides or other chemicals or products are dispersed into the outside atmosphere, and (b) no odor of Marijuana or its processing can be detected by a person with an unimpaired and otherwise normal sense of smell at the exterior of the facility or at any adjoining use or property.
11. A Storefront Marijuana Retailer shall be required to remove all Marijuana and Marijuana products by the earlier of:
 - a) Prior to surrendering its State-issued license; or
 - b) Within six (6) months of ceasing operations.
12. Storefront Marijuana Retailers are required to engage in patron age verification using legally- acceptable proof of age as may be further specified by the Select Board license.
13. Storefront Marijuana Retailers shall not sell or offer for sale Marijuana or Marijuana Products in a quantity that exceeds the limits established by 935 CMR 500.
14. Storefront Marijuana Retailers shall not supply Marijuana or Marijuana Products free of charge or in connection with a commercial or promotional endeavor within the Town of Tewksbury. Such endeavors may include, but are not limited to, product "giveaways", or distribution of Marijuana or Marijuana Products as incentive, prize or bonus in a game, contest or tournament involving skill or chance.
15. Storefront Marijuana Retailers are prohibited from use of on-site self-service displays. Self- service displays are defined to mean displays from which customers may select Marijuana or Marijuana Products without assistance from an employee or store personnel and include vending machines.

C. Security-Specific Requirements

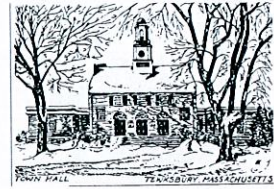
1. Storefront Marijuana Retailers shall maintain compliance with any Town Police Department-approved security and public safety plan as the Police Department may require, which plan may include measures relating to alarms, fencing, gates, limited access areas, delivery procedures, police details, specification of video and lighting locations, notifications to the Police Department in the event of any known or suspected violation of criminal law that has taken place on or near the location of the establishment (related or unrelated to the business or the establishments), providing access to and transfer of video footage from the establishment's video surveillance system to the Police Department when the Police Department so requests (which request may be made when the Police Department has reason to believe that such footage may be of assistance in an ongoing investigation related or non-related to the business of the establishment), a requirement to connect an alarm system to a third party monitoring system and to notify the Town's Chief of Police about said third party monitoring system, and any other notifications and security-related measures as may be required by the Police Department and the Select Board.
2. Storefront Marijuana Retailers shall secure every entrance to the Storefront Marijuana Retailers so that access to areas containing Marijuana is restricted to employees and others permitted by the Storefront to access the area and to agents of the Cannabis Control Commission or state and local law enforcement officers and emergency personnel.
3. Storefront Marijuana Retailers shall secure their inventory and equipment during and after operating hours to deter and prevent theft of Marijuana, Marijuana Products and Marijuana accessories.



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4. Storefront Marijuana Retailers shall file an emergency response plan with the Town's Fire Department, Police and Health Departments and share with these Departments their security plan and procedures and any updates to them in the event they are modified.

D. Access to Premises and Information/Reporting/Record-Keeping

1. Storefront Marijuana Retailers shall consent to unannounced, unscheduled, periodic inspections of its premises by the Select Board, under the oversight by the Town Manager, as specified in Article 4 of the Tewksbury Home Rule Charter, and agents of the Select Board from the Building, Health, Police and Fire Departments (which, when conducted by the Police Department, shall be by a sworn police officer holding the rank of Sargent or higher) on week-days during normal business hours to determine the Storefront Marijuana Retailer's compliance with the requirements of applicable state and local laws, regulations, codes, licenses and permit conditions, and this section. In addition, routine inspections may be made on weekdays during regular town business hours by authorized inspectional departments to determine compliance with applicable state and local laws, regulations, codes and license and permit conditions. Inspections by authorized inspectional departments may be made at other times to investigate complaints or suspected non-compliance issues. Inspections may include all areas occupied, used or controlled by the Storefront Marijuana Retailer. Facilities requiring re-inspection are subject to applicable re-inspection fees. Inspections shall be conducted in conformity with applicable federal, state and local laws.
2. Storefront Marijuana Retailers shall cooperate and comply with requests for information made by the Select Board and its agents from the Building, Health, Police, Fire and Public Works Departments.
3. Within twenty-four (24) hours of receipt of notice of it, a Storefront Marijuana Retailer shall filed with the Town Manager, Health Agent and Building Commissioner any summary cease and desist order, cease and desist order, quarantine order, suspension order, revocation order, order limiting sales, deficiency statement, plan of correction, notice of a hearing, notice of any other administrative process or legal action issued by the state or federal agency including, but not limited to; the Cannabis Control Commission and the Massachusetts Department of Public Health (DPH) regarding the Marijuana Establishment, the Cannabis Control Commission license, or the DPH Certification of Registration.

5.10.060 Marijuana Establishment Select Board License

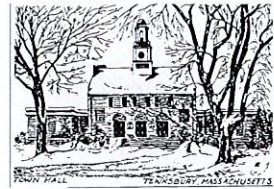
- a. No person shall operate a Storefront Marijuana Retail business or sell Marijuana within the Town unless licensed to do so by the Tewksbury Select Board. Unless the Select Board license states a different duration, a Storefront Marijuana Retailer license shall be valid for a term of one year from the first day of January. Each day of operation without a Select Board license shall constitute a separate violation.
- b. A Select Board license shall be subject to the Storefront Marijuana Retailer's compliance with this General Bylaw and with any conditions placed on the Storefront Marijuana Retailer's license. An applicant's or licensee's violation of this bylaw and applicable State and local laws shall be good cause for and may result in the Select Board's denial of an application or sanction of a license to the extent permitted by law, including but not limited to, the imposition of additional conditions on a license, a reduction or modification of the licensee's approved hours of operations, or a suspension, non-renewal, revocation, forfeiture, or cancellation of a license. No sanction shall be made except after notice and opportunity for hearing.



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- c. The Select Board may issue regulations for the implementation of this bylaw.
- d. The Select Board shall specify the process and forms to be used by applicants for new and renewed licenses.
- e. All license applications must contain complete and truthful information. Submission of an application containing material false information may be cause for refusing the application or for suspending, canceling or revoking a license already granted. No application will be accepted for filing by the Select Board until it is fully complete. Annual license fees shall be payable immediately upon approval of the license by the Select Board. License fees shall not be prorated and are not refundable. Application and license fees shall be in an amount established by the Select Board pursuant to M.G.L, Chapter 40, Section 22F.
- f. No Select Board licensee may transfer a license to another person or entity, or transfer the license or operations to another location, without Select Board approval. A Select Board licensee must obtain Select Board approval for a change to or addition of Board Member, Executive, Director and/or Managers, as may be determined by the Select Board. Any transfer shall be subject to the terms and conditions of the original license, unless otherwise stipulated by the Select Board.
- g. A Select Board licensee must apply for and obtain the approval of the Select Board or its designee prior to making any structural changed to the premises.
- h. The Select Board licensee shall display its license on the premises in a conspicuous place where it can be easily read.
- i. The Select Board or its designee may inspect a Storefront Marijuana Retailer and affiliated vehicles prior to the issuance of a Storefront Marijuana Retailers license or renewal of a license.
- j. All areas of a Storefront Marijuana Retailer Establishment may be subject to inspection consistent with applicable law.
- k. The Select Board may, to the extent permitted under applicable law, consider whether an applicant for a license is a suitable and responsible license candidate and other aspects of the application as may be necessary to implement the purposes of this bylaw. An applicant's non-compliance with applicable Massachusetts laws and regulations (including 935 CMR 500), Town bylaws (including this Chapter and applicable sections of the Town of Tewksbury Zoning Bylaw), Town regulations and codes, and any conditions on a license may be cause for denial of an application for a new or renewed Storefront Marijuana Retailer license.

5.10.070 Fines

Any person violating this bylaw shall be fined in the amount of \$100 for each violation. Each day of a continuing violation shall count as a separate violation.

5.10.080 Implementation

This bylaw shall not be implemented in a manner that conflicts or interferes with the Massachusetts General Laws, Chapter 94G or Chapter 94I, or with the regulations promulgated thereunder, including 935 CMR 500.

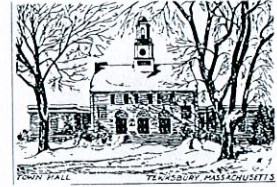
- 2) Allow for the immediate licensing of retail marijuana establishments upon the passage of this article by Town Meeting.



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Select Board

Motion: The Finance Committee motioned to Adopt Article 8
Elizabeth Carey motioned for Indefinite Postponement

Vote: Indefinite Postponement Failed (Yes 43/No 172)
Article 8 was Adopted (Yes 165/No 39)

8:11 PM 10/3/22
8:15 PM 10/3/22

Executive Summary: This article establishes the approval process for retail marijuana sales. A retail establishment must follow the State licensing procedures and receive a local license from the Select Board.

ARTICLE 9

To see if the Town will vote to amend the Tewksbury Zoning Bylaw as follows:

- 1) Delete Section 5.4.2.C.19 which currently reads "Marijuana Retailers. Consistent with G.L. c. 94G, § 3(a)(2), all types of marijuana retailers as defined in G.L. c. 94G, § 1, including all types of licensed marijuana retail-related businesses, shall be prohibited within the Town."
- 2) Insert new Section 5.7.2.D Retail marijuana sales are authorized in the Interstate Overlay District subject to a license by the Select Board in accordance with Chapter 5.10 of the Town General Bylaws and a site plan review by the Planning Board.
- 3) Amend Section 8.7.2 by adding the following:
 - C. These requirements do not apply to the retail sale of marijuana, which is governed by Chapter 5.10 of the Town General Bylaws.
- 4) Add new use Retail Marijuana Sales in Appendix A: Table of Uses under Section A.4 as follows:

	F	R40	MF	VR	MUB	TC	LB	WNB	SB	GB	I1	I2	OR	TD	P
J. RETAIL MARIJUANA SALES	N	N	N	N	N	N	N	N	Y	Y	N	Y	N	N	N

Select Board

Motion: The Finance Committee deferred to the Planning Board
The Planning Board recommended Adoption
Patricia Meuse motioned to Amend the Article

Vote: The Amendment Failed
Article 9 was Adopted Yes 167/No 21 (2/3 Required =126)

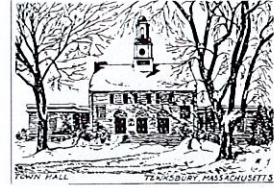
8:38 PM 10/3/22
8:50 PM 10/3/22



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AMENDMENT: Delete South Village Business District from approved districts in the Table of Uses

	F	R40	MF	VR	MUB	TC	LB	WNB	SB	GB	I1	I2	OR	TD	P
J. RETAIL MARIJUANA SALES	N	N	N	N	N	N	N	N	Y N	Y	N	Y	N	N	N

Executive Summary: This article adjusts the Tewksbury Zoning Bylaw to allow for the retail sale of marijuana by a license through the Select Board and a site plan review approval by the Planning Board. It also establishes the districts that these establishments may exist to include the South Village Business District, the General Business District, the Industrial 2 District and the Interstate Overlay District.

ARTICLE 10

To see if the Town will vote to impose the local excise on the retail sales of marijuana under G.L. c. 64N, § 3 at the rate of 3.0 percent.

Select Board

Motion: The Finance Committee motioned to Adopt Article 10

Vote: Article 10 was Adopted Unanimously

8:53 PM

10/3/22

Executive Summary: This article allows the Town to impose a local 3% excise tax rate on the sale of retail marijuana.

Finance Committee Chairman, Robert Kocsmiersky, motioned to Adjourn the October 3, 2022 Special Town Meeting Sine Die, and this motion was Adopted.

8:53 PM

10/3/22

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK

STATE ELECTION

November 8, 2022

	1	2	3	4	5	5A	6	7	8	TOTAL
Registered voters	2862	3120	3152	2849	2708	465	2953	3253	3033	24395
Voters	1476	1762	1571	1577	1525	245	1631	1937	1707	13431
Percentages	52%	56%	50%	55%	56%	53%	55%	60%	56%	55%

GOVERNOR & LT. GOVERNOR

DIEHL and ALLEN	679	821	781	698	714	77	838	944	798	6350
HEALEY and DRISCOLL	761	899	744	840	767	163	760	962	877	6773
REED and EVERETT	23	32	32	24	26	4	21	21	24	207
Total number of write-ins	2	3	3	4	1	0	2	2	3	20
Times Blank Voted	11	7	11	11	17	1	10	8	5	81
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431

ATTORNEY GENERAL

ANDREA JOY CAMPBELL	747	877	733	811	749	154	743	938	845	6597
JAMES R. McMAHON, III	696	849	814	734	738	88	861	961	816	6557
Total number of write-ins	2	1	1	0	0	0	1	0	2	7
Times Blank Voted	31	35	23	32	38	3	26	38	44	270
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431

SECRETARY OF STATE

WILLIAM FRANCIS GALVIN	862	1031	853	968	868	169	874	1107	997	7729
RAYLA CAMPBELL	565	681	679	571	604	70	707	788	658	5323
JUAN SANCHEZ	25	30	21	17	27	3	28	17	27	195
Total number of write-ins	1	0	1	1	0	0	0	3	0	6
Times Blank Voted	23	20	17	20	26	3	22	22	25	178
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431

TREASURER

DEBORAH B. GOLDBERG	882	1057	904	986	917	166	943	1169	1042	8066
CRISTINA CRAWFORD	391	481	444	387	405	54	459	511	426	3558
Total number of write-ins	21	9	13	13	20	4	20	21	13	134
Times Blank Voted	182	215	210	191	183	21	209	236	226	1673
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431

AUDITOR

ANTHONY AMORE	683	817	794	731	735	89	855	941	813	6458
DIANA DiZOGGIO	668	782	647	713	659	133	649	860	749	5860
GLORIA A. CABALLERO-ROCA	22	27	19	20	21	9	20	21	25	184
DOMINIC GIANNONE, III	24	30	20	19	29	4	29	28	26	209
DANIEL RIEK	24	39	26	28	29	2	30	27	23	228
Total number of write-ins	1	0	4	2	0	0	1	4	0	12
Times Blank Voted	54	67	61	64	52	8	47	56	71	480
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431

State Election November 8, 2022

REPRESENTATIVE IN CONGRESS SIXTH DISTRICT

SETH MOULTON	781	919	770	878	789	167	795	1007	904	7010
BOB MAY	628	758	731	651	652	75	772	867	731	5865
MARK T. TASHJIAN	33	51	32	21	40	1	31	27	33	269
<i>Total number of write-ins</i>	2	2	1	0	2	0	2	0	2	11
Times Blank Voted	32	32	37	27	42	2	31	36	37	276
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431

COUNCILLOR FIFTH DISTRICT

EILEEN R. DUFF	729	861	721	808	729	149	750	924	840	6511
MICHAEL C. WALSH	686	846	796	703	729	86	843	948	795	6432
<i>Total number of write-ins</i>	5	0	2	1	0	0	0	1	0	9
Times Blank Voted	56	55	52	65	67	10	38	64	72	479
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431

SENATOR IN GENERAL COURT SECOND ESSEX & MIDDLESEX DISTRICT

BARRY R. FINEGOLD	765	898	758	847	791	163	774	971	890	6857
SALVATORE PAUL DeFRANCO	678	833	788	688	696	78	821	943	779	6304
<i>Total number of write-ins</i>	1	1	0	1	1	0	0	1	0	5
Times Blank Voted	32	30	25	41	37	4	36	22	38	265
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431

REPRESENTATIVE IN GENERAL COURT EIGHTEENTH ESSEX DISTRICT

TRAM T. NGUYEN			704			148		945		1797
JEFFREY PETER DUFOUR			838			90		957		1885
<i>Total number of write-ins</i>			2			0		1		3
Times Blank Voted			27			7		34		68
Total Ballots			1571			245		1937		3753

REPRESENTATIVE IN GENERAL COURT NINETEENTH MIDDLESEX DISTRICT

DAVID A. ROBERTSON		948		883	830		814		937	4412
PAUL SARNOWSKI		771		640	648		775		721	3555
<i>Total number of write-ins</i>		0		2	1		0		0	3
Times Blank Voted		43		52	46		42		49	232
Total Ballots		1762		1577	1525		1631		1707	8202

REPRESENTATIVE IN GENERAL COURT SEVENTEENTH MIDDLESEX DISTRICT

VANNA HOWARD		956								956
<i>Total number of write-ins</i>		39								39
Times Blank Voted		481								481
Total Ballots		1476								1476

DISTRICT ATTORNEY NORTHERN DISTRICT

MARIAN T. RYAN	974	1190	1019	1076	1030	179	1069	1278	1157	8972
<i>Total number of write-ins</i>	43	59	43	41	55	10	65	67	58	441
Times Blank Voted	459	513	509	460	440	56	497	592	492	4018
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431

State Election November 8, 2022

SHERIFF MIDDLESEX COUNTY

PETER J. KOUTOUJIAN	982	1196	1037	1082	1044	181	1070	1295	1164	9051
<i>Total number of write-ins</i>	44	55	43	36	45	7	56	64	54	404
Times Blank Voted	450	511	491	459	436	57	505	578	489	3976
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431

QUESTION 1

YES	631	752	595	689	651	124	637	780	744	5603
NO	805	963	938	852	839	110	960	1118	924	7509
Times Blank Voted	40	47	38	36	35	11	34	39	39	319
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431

QUESTION 2

YES	917	1138	993	985	966	174	1015	1238	1137	8563
NO	512	573	525	542	511	60	573	657	527	4480
Times Blank Voted	47	51	53	50	48	11	43	42	43	388
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431

QUESTION 3

YES	555	661	611	586	613	95	584	713	663	5081
NO	862	1038	900	929	849	135	991	1156	986	7846
Times Blank Voted	59	63	60	62	63	15	56	68	58	504
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431

QUESTION 4

YES	602	692	606	620	589	109	582	705	640	5145
NO	827	1022	922	918	892	126	1012	1191	1030	7940
Times Blank Voted	47	48	43	39	44	10	37	41	37	346
Total Ballots	1476	1762	1571	1577	1525	245	1631	1937	1707	13431
	1	2	3	4	5	5A	6	7	8	TOTAL
Registered voters	2862	3120	3152	2849	2708	465	2953	3253	3033	24395
Voters	1415	1706	1517	1536	1469	238	1579	1849	1662	12971
Percentages	49%	55%	48%	54%	54%	51%	53%	57%	55%	53%

ADMINISTRATION

Board of Selectmen

Town Manager

Human Resources

Board of Registrars

Housing Authority

Parking Clerk

Town Clerk

Veteran's Services

Department of Public Works

BOARD OF SELECTMEN

During 2022, the Select Board held regular meetings every two weeks for much of the year, and additional meetings when necessary. In 2022, meetings were primarily held in person, but on occasion, members participated virtually.

- It is noteworthy that in 2021, Town Meeting voted to petition the State legislature to change the Board of Selectmen to Select Board. In January 2023, the Home Rule Petition was signed by Governor Baker making the change official.

In accordance with the town charter and by-laws, the Board addressed issues in many areas. Some key activities were:

- Review of town finance and budget matters, including a number of enterprise funds and a capital improvement plan
- Held tax classification hearings
- Accepted a report on the annual independent audit
- Approved warrant postings for Annual Town Meeting and Special Town Meetings

As required by terms of the employment contract negotiated by the Select Board with the Town Manager, the Board conducted its annual performance assessment of the Town Manager and adjusted terms and compensation.

The board also set its priority focus areas:

- Focus on developing more affordable housing within the community
- Focus on water infrastructure improvements
- Continued collaboration with the State on Route 38 improvements
- Increase efforts to collaborate with Tewksbury State Hospital on impact mitigation to the town

Additional areas of focus in 2022 included support for the comprehensive zoning bylaw update, adoption of retail marijuana options in town, development of an approval and regulatory structure around retail marijuana licensing, and analysis of need and support for a renovated joint public works and school maintenance facility at 999 Whipple Road. 2022 also saw the completion and opening of the new Center Fire station and completion of the new Center Elementary School, which opened to staff and students in January 2023.

In other matters, the Select Board,

- Reorganized – Chair, Vice Chair, Clerk
- Designated LRTA & NMCOG Representatives
- Collaborated with Town Counsel on various legal matters
- Collaborated with the legislative delegation on a host of issues affecting Tewksbury
- Held various hearings on pole petitions, licensing requests, and street acceptances
- Reviewed all warrant articles for Annual and Special Town Meetings and made recommendations relative to each article
- Approved Election Staff Appointments
- Proposed and approved a tentative Select Board Meeting Dates for 2023
- Approved Use of America Rescue Plan Act of (ARPA) funds for water distribution projects
- Approved Board of Registrars Appointments
- Conducted numerous interviews and made appointments to various committees established by the Board
- Held a joint meeting with the Planning Board to elect a new member to fill a vacancy
- Reviewed and approved special municipal employee applications
- Reviewed and approved Select Board meeting minutes
- Held multiple discussions and meetings regarding potential development of the Ames Pond parcel & proposed development by Hanover Company
- Conducted Executive sessions as needed to address various collective bargaining concerns
- Reviewed and approved renewal and new licenses, including common victualler, various liquor, entertainment, auto sales, and amusement.
- Reviewed and approved license transfers and change of approved managers
- Reviewed Town Manager Goals and Objectives

- Reviewed Snow Operations Report
- Reviewed DPW Sidewalk Presentation and Water Improvement Update
- Reviewed updates on Water Quality
- Approved an additional local funding request for Soldier On at 1660 Main Street
- Adopted a formal Town Common and public property flag policy
- Approved Halloween Trick or Treat hours
- Reviewed presentations from various committees relative to their work
- Accepted a number of private generous donations made to the Town
- Approved Constable Appointments

The Select Board members actively serve on various committees established to address specific focus areas. The board would like to express its appreciation to all who volunteered to serve our town on these committees as appointees.

The Board expresses appreciation to those residents who sought elective office in our Annual Town Election.

The Select Board also extends appreciation to our Town Manager, department managers, administrative staff, and all town employees for their commitment to serve our community and residents throughout 2022.

Respectfully Submitted,

Todd R. Johnson, Esquire
Chair, Select Board

TOWN MANAGER

During calendar year 2022 the Town had a productive year completing two major constructions projects, the new Center Fire Station, and the new Center Elementary School. Both projects were completed on time and within budget. In addition to these projects being complete the Town continued to progress with other important projects. Funding was secured to construct a new \$28 million DPW/School Maintenance Facility and design continued with the hope of bidding that project in 2023. Roadway drainage and sidewalk improvements began on Route 38 from Old Boston Road to Colonial Drive. Water Distribution, drainage, sidewalk, and roadway projects were undertaken throughout various parts of Town. In addition, because of the hard work and guidance of the Assistant Town Manager Town Meeting passed a new Zoning By-law and Town staff completed a Town website upgrade and migration. Finally, this past year was the ninth year the Town held its Community Market, and it was its most successful year the market has ever had.

Town finances in 2022 continued to be strong allowing Departments to address major priorities. Staffing was added to Police, Fire and DPW which will improve services to residents. Additional funding was added to the Budget for Roadway and Sidewalk improvements. The Town's consistent fiscal approach and financial policies followed over the past 11 years has allowed Town and School Budgets to be funded at the levels necessary to provide a high level of service and the continuation of needed improvements in many areas. As always, addressing issues central to residents and businesses of the Community will to be the top priority as we move into next year.

During this past year the Town Manager's Office hired Paula Mirabella as Executive Assistant replacing Jeanine Tamboli and Amy Ryan was hired as Administrative Assistant replacing Christine Cicero. I want to thank Jeanine and Christine for their service to the Town and welcome Paula and Amy to our office Team.

I would like to thank the Select Board for their continued support and leadership throughout the past year as we made positive strides and improvements. I want to thanks the Finance Committee and Town Meeting for the support they have provided in regard to the Town and School Operating and Capital Budgets and their commitment to the Financial approach and policies that we have adopted. I would like to extend my appreciation and admiration to all Department Heads and employees of Town for their hard work, dedication, and selflessness. They did an outstanding job providing excellent service to the residents of the Community during this past year. They met every challenge that we faced, and I am confident that will continue. Even though there is still work to do and many unmet needs to address, the Town accomplished a great deal over the past year.

Respectfully Submitted

Richard A. Montuori
Town Manager

HUMAN RESOURCES

OFFICE HOURS ARE MONDAY THROUGH FRIDAY 7:30AM – 4:00PM

Department Staff: Teresa L. Belanger, Human Resources Director
Christine Connelly, Senior Account Clerk (PT)

The Human Resources Directors role concentrates on all aspects of Human Resources such as employee relations, labor relations, employee benefits, retiree benefits, occupational injuries/workers compensation, 111F administration, personnel records, recruiting, FMLA, MA General Laws, Civil Service regulations, State and Federal Employment Laws, benefit coordination, and medical cost analysis.

Responsibilities:

- **Recruiting:**
 - Maintains and updates all Town employee Job Descriptions.
 - Coordinates all recruiting efforts including but not limited to job postings, interviews, candidate selection, reference checks, CORI checks and pre-employment physicals.
 - Completes orientations with all new hires for the Town, notifies retirement board and payroll, benefit enrollment as necessary.
 - Maintains all new employee records in the Munis Financial Program.
 - Maintains all Civil Service Records.
- **Benefit Administration:**
 - Maintain all retiree pension deductions and notify retirement boards of upcoming changes in deductions.
 - Maintains all records related to the Massachusetts Healthcare Reform Bill and Affordable Care Act including the 1095C process.
 - Maintain, track and process all direct benefit payments.
 - Processes all Unemployment Claims for Town and School.
 - Coordinates all Family Medical Leaves (FMLA) for Town employees including correspondence with employee and physicians, completion of paperwork and tracking time out of work.
 - Coordinates all Medicare/Medex benefits with employees who reach the age of 65.
 - Coordinates COBRA benefits when necessary.
 - Coordinates MIIA Employee Assistance Program (EAP) Training.
 - Maintains voluntary benefits such as Aflac, Flexible Spending Plans (FSA) and Boston Mutual Supplemental Life Insurance.
 - Coordinate yearly Flu Clinic and Health Fairs.
 - Coordinates all employee injury claims through Worker's Comp/111F carrier.
- **Document Storage:**
 - Maintains all Town employee personnel files, as well as benefit records for School employees, retirees, and surviving spouses.
 - Maintains reports for all Town employees accrued time off such as vacation, sick and personal days.
 - Processes all department invoices, tracks costs and participants.
- **Miscellaneous:**
 - Maintains occupational injury reports, corresponds with claim adjusters, processes invoices for payment.
 - Handles employee relations issues as they arise.
 - Provides support to Personnel Relations Review Board (PRRB).
 - Serve as Grievance Officer for Harassment/Sexual Harassment claims.
 - Manages and updates Human Resource's page on Town website.

- **Highlights from 2022:**

- Successfully produced over 900 1095C forms to benefit eligible employees and retirees within the IRS guidelines for the Affordable Care Act.
- Worked collaboratively with the Town Manager, Board of Health and Public Health Nurse to educate employees in regards the Coronavirus and continuous updates of Covid-19 as necessary including but not limited to education of the virus, policies, as well as continuous updates regarding exposer/quarantining measures for employees.
- Worked with UTMC our 3rd party provider for unemployment benefits to monitor, track and respond to a high volume of unemployment claims due to the Coronavirus. This included an extraordinary number of fraudulent claims that had to be tracked and followed up on to be certain employees knew how to report the claims as fraudulent and to verify that the Town was not billed for these claims. Participated in numerous unemployment hearings with UTMC.
- Recruiting efforts proved to be more challenging post-pandemic and with smaller than usual applicant pools. Worked alongside department heads to fill the following positions with external candidates:
 - Police Department:
 - 5 Patrolman
 - 1 Building Maintenance Person
 - 2 Principal Clerks (PT)
 - Front Line Initiative
 - 1 Clinical Division Program Manager
 - 1 CIT-TTAC Program Manager
 - 2 CIT-TTAC Program Coordinators
 - 1 Prevention Project Assistant (PT)
 - Fire Department:
 - 1 Firefighter
 - Department of Public Works
 - 1 Water Machinery Repairman
 - 1 Heavy Motor Equipment Operator
 - 1 Motor Equipment Operator
 - Community Development/Building Department/Board of Health:
 - 1 Regional Nurse
 - 1 Administrative Assistant/Permit Technician
 - 1 Administrative Assistant
 - 1 Local Building Inspector
 - 1 Alternate Wiring Inspector
 - 1 Alternate Building Inspector
 - Public Library:
 - 1 Professional Librarian
 - 1 Library Page (PT)
 - Council on Aging:
 - 1 Building Maintenance Person
 - 1 Senior Clerk Secretary
 - 1 ENHOT Grant Intern (PT)
 - Parks/Facilities:
 - 1 Park Maintenance Craftsman
 - 1 Park Maintenance Person

- Town Manager:
 - 1 Executive Assistant
 - 1 Administrative Assistant
 - 1 Recording Secretary
- Treasurer/Collector:
 - 1 Payroll/Account Specialist
 - 1 Senior Account Clerk
- Town Clerk:
 - 1 Assistant Town Clerk (Promo)
 - 1 Head Account Clerk
 - 1 Senior Account Clerk
- Finance/Human Resources:
 - 1 Senior Account Clerk (split 60/40)
- Northern Middlesex Regional Emergency Communication Center (NMRECC)
 - 1 Supervisor
 - 8 Dispatchers
 - 4 Reserve Dispatchers

Respectfully,

Teresa L. Belanger
Human Resources Director

BOARD OF REGISTRARS

Denise Graffeo, Town Clerk

Amanda K. Carroll, Chair

David J. Chou

Ruth A. Teague

One of the major duties of the Board of Registrars is to conduct all voter registration sessions. Registrars are responsible for the voter registration process, maintaining voter registration records, and submitting certain records to the Secretary of the Commonwealth. Prior to any election or town meeting, the Board of Registrars conducts a special voter registration session; the date and time are published in advance in the local newspapers and on the municipal website. There are three (3) important lists the registrars are required to prepare: the annual street list, the annual register, and the registered voters list. Certification of nomination papers, petitions, proposed town meeting articles, and applications for absentee voting are also the duty of the Registrars.

Voter registration in Tewksbury has never been easier than it is today. Residents may submit an application to register or pre-register to vote in Massachusetts if you are a citizen of the United States; and you are 16 years old; and you are not currently incarcerated by reason of a felony conviction. If you meet the above requirements, you may apply online, by mail, or in-person.

Registering online: www.registertovotema.com To register to vote online, you must have a signature on file with the Registry of Motor Vehicles. If you currently have a Massachusetts driver's license or state ID card, you may use the online voter registration application to register, update your address, or change your party affiliation. Voter registration forms submitted online must be submitted by midnight on the date of the voter registration deadline.

Registering by mail: If you do not qualify to register to vote online, or if you would prefer to register by mail, you may download the voter registration form from the Town Clerk's page of the municipal website or, you may request a mail-in voter registration form by phoning the Town Clerk's Office at 978-640-4355. The form must be completed, signed, and delivered to the Town Clerk's Office. Voter registration forms submitted by mail must be postmarked no later than the voter registration deadline.

Registering in-person: If you would like to register in-person, you may do so at any local election office, as well as the Elections Division of the Secretary of the Commonwealth's office. Voter registration is also available as part of every transaction at the Registry of Motor Vehicles and at certain public assistance agencies. Voter registration forms completed in-person are valid as of the day that they are signed. The Town Clerk's Office is located at Town Hall, 1009 Main Street, and is open Monday – Friday from 7:30 AM to 4:30 PM.

Automatic Voter Registration: If you are a U.S. citizen applying for or renewing a driver's license or state ID at the RMV, or applying for health insurance through MassHealth or the Commonwealth Health Connector, you will be automatically registered to vote.

Pre-registering to Vote: Though you must be 18 years old to vote, you may pre-register to vote once you are 16 years old. If you are 16 or 17 years old, you may submit a voter registration form to your local election official, who will then place your name on the list of pre-registrants. You will receive a pre-registration notice by mail, confirming receipt of your application. Pre-registration may be done online, by mail, or in person at any voter registration location (see above). Once you become old enough to vote, your local election will mail you an acknowledgement notice, which is confirmation that your name has been moved from the list of pre-registrants to the list of registered voters. Your acknowledgement notice will include your party affiliation and the location of your polling place.

Precinct	Location	Address
Precincts 1, 5 & 5A	Senior Center	175 Chandler St.
Precincts 2 & 6	Recreation Center	286 Livingston St.
Precincts 3 & 7	Town Hall	1009 Main St.
Precincts 4 & 8	Library	300 Chandler St.

Precinct	Democratic	Republican	Unenrolled	All Political Designations	Total
1	577	315	1824	39	2716
2	603	306	2114	33	3023
3	610	337	2058	38	3005
4	598	287	1836	32	2721
5	534	286	1802	30	2622
5A	102	36	306	9	444
6	536	335	1987	34	2858
7	603	381	2142	35	3126
8	688	316	1922	37	2926
Total	4851	2599	15991	287	23441

HOUSING AUTHORITY

The Tewksbury Housing Authority participates in the state's centralized waiting list for state aided public housing. We have a total of 10,897 applicants on our family wait list and 3,875 applicants on our elderly/handicapped wait list. The Authority's housing wait list is open for all applicants. Our vacancy turnovers in 2022 for our elderly/disabled housing units totaled 20 and there were no vacancies in our family housing units.

This year's capital improvement projects consisted of replacement of boiler heating and A/C systems at three of our group homes. Some other improvements included window replacement at Carnation Drive and our Delaney Drive Development entered into the planning stage of phase two roof replacement.

Applications for our Elderly, Family and Section 8 programs can be obtained at our main office located in back of the Community Building of our Saunders Circle Elderly Housing Development. Applications may also be obtained on the Town's website under the Housing Authority link located in the Boards and Committees tab. The Authority's office hours are from 8:00 A.M. to 4:30 P.M. Monday through Thursday and from 8:00 A.M. to 12:00 Noon on Fridays.

The Tewksbury Housing Authority is a 40B Monitoring Agent for several developments in Tewksbury and surrounding communities. This year, the authority conducted a rental housing lottery for 9 affordable rental units in Tewksbury. The Tewksbury Housing Authority remains a 40B consultant for the Department of Housing and Community Development (DHCD).

I wish to thank all the Authority's residents for their cooperation this year while renovations and improvements to our developments were being completed. I also wish to thank my fellow Commissioners and the staff for their continued efforts afforded to the Authority throughout the year.

Respectfully submitted by:

John Deputat
Chairman

PARKING CLERK

A hearing on any parking violation may be obtained upon the written request of the registered owner of the vehicle, as stated on the parking violation notice. Parking tickets may be paid on-line at www.tewksbury-ma.gov

Fiscal Year 2022 Fines collected and deposited with the Town Treasurer – \$7,664.00

Town By-Law 8.24.010 - Parking Ban (Overnight-Inclement Weather)

It shall be unlawful for any vehicle, other than one acting in an emergency, to be parked on any street from 12:00 (Midnight) to 6:00 AM. This shall take effect on November First of each year and end on March Thirty-First. (A fine of \$25.00 will be imposed for a violation of this Section).

It shall be unlawful for any vehicle, other than one acting in an emergency, to be parked on any street, day or night, when it is snowing or when icy conditions exist. (A fine of \$25.00 will be imposed for a violation of this Section).

Any vehicle, other than one acting in an emergency, parked, day or night, on any street in the Town, so as to interfere with the work of removing or plowing snow, removing ice, or sanding the street, may be removed or towed away, at the sole expense of the registered owner of said vehicle, under the authority and direction of the Superintendent of the Department of Public Works to a public garage or any convenient place. The Superintendent of the Department of Public Works shall within a reasonable time, notify the Chief of Police of the removal of any such vehicle and of the place to which it has been removed, and the Chief of Police shall give like notice to the registered owner of the vehicle.

Vehicles so towed away shall be stored in a safe place and restored to the registered owner thereof upon proper identification and full payment, to the Town or to the Keeper of the place of storage, for the expenses incurred in such removal and storage. Inquiries, about vehicles so towed away, shall be made at the Police Station. This allows easy and uninterrupted access for the fire, police, school buses, snowplows, sanders, and other emergency vehicles.

Parking Violation Structure of Fines

Fine	Code	Violation
\$25	1	Overtime Parking
	2	Parking in the wrong direction
	3	Parking more than 1 foot from curb
	4	All night parking ban
	5	Snowstorm day or night
	6	Parking on a crosswalk
	7	Parking within 20 feet of an intersection
	8	Sale of parked vehicle on street
	9	Double parking
	10	Parking to block driveway of private way
	11	Parking on sidewalk
	12	Parking so as not to leave 10 feet of unobstructed travel
	13	Parking to block snow removal
	14	Parking in front of Fire Station
	15	Parking across from Fire Station (when posted)
	16	Parking so as to block Ambulance exit
	17	Hazardous parking
	18	Parking outside marked lanes
	19	Parking in a restricted posted area
\$50	20	Parking within 10 feet of a Fire Hydrant
\$100	21	Parking in a Bus Stop
	22	Parking in a Fire Lane
	23	Parking in a Handicapped Space
	24	Other

Respectfully Submitted,
Denise Graffeo, Parking Clerk

OFFICE OF THE TOWN CLERK

Denise Graffeo, Town Clerk

Sarah McMullen, Assistant Town Clerk, Tracy D'Ampolo, Kerri DeSisto

The Town Clerk holds office hours Monday-Friday 7:30 A.M. to 4:30 P.M.

Mission Statement

The mission of the Town Clerk's Office is to uphold the integrity of the Town's democratic process, to maintain and preserve public records and to act in the best interest of the Town and the State by providing efficient, innovative, and quality services in a fair and impartial manner to all.

TOWN STATISTICS

	<u>2022</u>	<u>2021</u>	<u>2020</u> <u>Federal</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Population	30,730	30,266	31,342	31,044	30,417	30,435	30,010	30,425
Dog Licenses	2,669	2,618	---	2,498	2,626	2,597	2,405	2,368

FINANCIAL

	<u>FY 2022</u>	<u>FY 2021</u>	<u>FY 2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Misc. Fees	56,793.65	55,024.60	54,008.15	56,517.90	55,438.16	52,329.35
Dog Fees	48,845.00	48,365.00	45,500.00	46,140.00	49,110.00	45,045.00
Marijuana Fines	1,000.00	100.00	500.00	600.00	600.00	200.00
Records Preservation (Revolving)	17,846.00	16,340.00	17,770.00	17,625.00	16,360.00	13,995.00
Parking	7,664.00	8,924.60	14,389.30	14,246.80	15,828.60	10,749.80
TOTAL	\$132,148.65	\$128,754.20	\$132,167.45	\$135,129.70	\$137,336.76	\$122,319.15

VITAL STATISTICS

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>
Birth	237	216	243	238	234	228	242	235	240	219	247	237	253
Marriage	129	116	97	103	132	137	149	127	124	108	95	96	94
Death	391	354	404	376	355	347	332	336	303	328	277	347	269

VETERANS' SERVICES

Senior Center
175 Chandler Street
Office Hours: Monday-Friday
8:00 AM - 4:30 PM



The mission of the Veterans' Services office is to provide Tewksbury Veterans' and their dependents assistance with accessing state and federal benefits that would provide medical assistance and financial aid. The list below outlines some of the benefits that are currently available.

➤ **Massachusetts General Law Chapter 115 (MGL c 115 and 108 CMR 5.00)**

Qualifying veterans and their dependents receive necessary financial assistance for food, shelter, clothing, housing supplies, and medical care in accordance with a formula that considers the number of dependents and income from all sources. Eligible dependents of deceased veterans are provided with the same benefits as they would were the veteran still living. Authorized funds expended by the town are reimbursed at 75%. Benefits are paid monthly.

Income is less than:

Individual: \$2265 a month

Married: \$3052 a month

Asset limits:

\$8,400

\$16,600

<https://www.mass.gov/service-details/chapter-115-benefitssafety-net-program>

➤ **Massachusetts Annuity Applications**

The Commonwealth of Massachusetts and its Department of Veterans' Services provide an annuity in the amount of \$2,000 which is payable biannually for 100% service-connected disabled veterans and to the parents of distinguished veterans (Gold Star Parents) and the unmarried spouses (Gold Star Wives or Husbands) of distinguished veterans who gave their lives in the service of their country during wartime along with eligible family members (parents or un-remarried spouses) who lost a loved one due to COVID-19 while they were residing at either of the Commonwealth's Soldiers' Homes.

The annuity is split and deposited on February 1 and August 1.

<https://www.mass.gov/service-details/annuity>

➤ **Massachusetts Veterans Bonuses Applications**

Bonus payments are for Veterans, Service Members, and their families for qualified service in the United States military. This includes the World War II Bonus, Korean Bonus, Vietnam Bonus, Persian Gulf and the Welcome Home Bonus for service after 9/11.

There are 2 new bonuses:

- COVID-19 - \$500 bonus if you were in the Massachusetts National Guard and activated for active service in direct response to the state of emergency declared by the governor. Eligibility dates: March 10, 2020 to present.
- Armed Forces Expeditionary Medal - \$300 bonus if you lived in Massachusetts immediately prior to entering the military, served Honorably, and awarded the AFEM for participation in combat operations when no other bonus was available. The main years this bonus covers are 1976–1989 and 1992–2000. See link below for eligible operation locations and dates.

<https://www.mass.gov/orgs/veterans-bonus-division>

<https://www.mass.gov/service-details/armed-forces-expeditionary-medal-afem-eligible-locations-and-dates>

➤ **VA Health Care Benefits**

VA health care covers you for regular checkups with your primary care provider and appointments with specialists (like cardiologists, gynecologists, and mental health providers). You can access Veteran's health care services like home health and geriatric (elder) care, and you can get medical equipment, prosthetics, and prescriptions.

To qualify for VA Health Care benefits, you had to have served in the active military and separated under any condition other than dishonorable.

<https://www.va.gov/health-care/about-va-health-benefits/>

➤ **VA Pension Claims**

The Veterans Pension is a tax-free monetary benefit provided to low-income wartime Veterans. Pension is a need-based benefit. The Survivor's Pension is also a tax-free monetary benefit provided to low income, unremarried surviving spouses and/or unmarried children of deceased wartime Veterans.

<http://www.benefits.va.gov/pension/>

Aid and Attendance Benefits and Housebound Allowance Claims

This benefit provides monthly payments added to the amount of a monthly VA pension for qualified Veterans and survivors if they require the aid of another person in order to perform his or her activities of daily living, and/or are housebound due their medical condition.

<https://www.va.gov/pension/aid-attendance-housebound/>

➤ **VA Compensation Claims**

Disability Compensation is a tax-free monetary benefit paid to Veterans with disabilities that are the result of a disease or injury incurred or aggravated during active military service. Compensation may also be paid for post-service disabilities that are considered related or secondary to disabilities occurring in service and for disabilities presumed to be related to circumstances of military service, even though they may arise after service.

<http://www.benefits.va.gov/compensation/index.asp>

Special Monthly Compensation is an additional tax-free benefit that can be paid to Veterans, their spouses, surviving spouses and parents. For Veterans, Special Monthly Compensation is a higher rate of compensation paid due to special circumstances such as the need of aid and attendance by another person or a specific disability, such as loss of use of one hand or leg.

For spouses and surviving spouses, this benefit is commonly referred to as aid and attendance and is paid based on the need of aid and attendance by another person.

<https://www.va.gov/disability/compensation-rates/special-monthly-compensation-rates/>

Dependency and Indemnity Compensation (DIC) is a tax-free monetary benefit generally payable to a surviving spouse, child, or parent of Servicemembers who died while on active duty, active duty for training, or inactive duty training or survivors of Veterans who died from their service-connected disabilities. DIC for parents is an income-based benefit.

<https://www.va.gov/disability/dependency-indemnity-compensation/>

****DIC eligibility for survivors of Blue Water Navy Vietnam Veterans****

If the VA denied a Blue Water Navy Veteran's service-connected disability claim in the past, you may be eligible for DIC benefits based on the Blue Water Navy Vietnam Veterans Act of 2019.

Veterans who served on a Blue Water Navy vessel offshore of the Republic of Vietnam, or on another U.S. Navy or Coast Guard ship operating in the coastal waterways of Vietnam between January 9, 1962, and May 7, 1975, are now entitled to a presumption of **service connection for illnesses related to Agent Orange exposure**. This is a result of Public Law 116-23, also known as the Blue Water Navy Vietnam Veterans Act of 2019.

<https://www.va.gov/disability/eligibility/hazardous-materials-exposure/agent-orange/navy-coast-guard-ships-vietnam/>

➤ **The Sergeant First Class (SFC) Heath Robinson Honoring our Promise to Address Comprehensive Toxics (PACT) Act** is a new law that expands VA health care and benefits for Veterans exposed to burn pits, Agent Orange, and other toxic substances. The PACT Act will bring the following changes:

- Expands and extends eligibility for VA health care for Veterans with toxic exposures and Veterans of the Vietnam, Gulf War, and post-9/11 eras.
- Adds 20+ more presumptive conditions for burn pits, Agent Orange, and other toxic exposures.

- Adds more presumptive-exposure locations for Agent Orange and radiation.
- Requires VA to provide a toxic exposure screening to every Veteran enrolled in VA health care.
- Helps us improve research, staff education, and treatment related to toxic exposures.

<https://www.va.gov/resources/the-pact-act-and-your-va-benefits/>

- **Camp Lejeune Justice Act** allows certain individuals to sue and recover damages for harm from exposure to contaminated water at Camp Lejeune in North Carolina between August 1, 1953, and December 31, 1987.

<https://www.congress.gov/bill/117th-congress/house-bill/2192>

<https://www.va.gov/disability/eligibility/hazardous-materials-exposure/camp-lejeune-water-contamination/>

- **Burial Allowances and Grave Markers**

Burial benefits available include a gravesite in any of the 141 national cemeteries with available space, opening and closing of the grave, perpetual care, a Government headstone or marker, a burial flag, and a Presidential Memorial Certificate, at no cost to the family. Some Veterans may also be eligible for Burial Allowances. Cremated remains are buried or inurned in national cemeteries in the same manner and with the same honors as casketed remains.

Service-related Death:

VA will pay up to \$2,000 toward burial expenses for deaths on or after September 11, 2001, or up to \$1,500 for deaths prior to September 11, 2001. If the Veteran is buried in a VA national cemetery, some or all the cost of transporting the deceased may be reimbursed.

Non-service-related Death:

VA will pay up to \$796 toward burial and funeral expenses for deaths on or after October 1, 2019 (if hospitalized by VA at time of death), or \$300 toward burial and funeral expenses (if not hospitalized by VA at time of death), and a \$796 plot-interment allowance (if not buried in a national cemetery). For deaths on or after December 1, 2001, but before October 1, 2011, VA will pay up to \$300 toward burial and funeral expenses and a \$300 plot-interment allowance. For deaths on or after April 1, 1988, but before October 1, 2011, VA will pay \$300 toward burial and funeral expenses (for Veterans hospitalized by VA at the time of death).

<http://www.cem.va.gov/hmm/>

<https://www.va.gov/burials-memorials/memorial-items/headstones-markers-medallions/>

<https://www.benefits.va.gov/compensation/claims-special-burial.asp>

In addition to the benefits listed above, assistance is also provided for the following:

- Homeless Veterans
- Transportation
- Housing
- Food and clothing
- Job Assistance
- Educational/vocational training
- Military Records
- Social Security Application (Disability and Supplemental Income)
- Unemployment Compensation
- Medical Care and counseling referrals
- Tax exemptions

This office has working relationships with local elected officials that represent Tewksbury, so if any issues occur when trying to obtain benefits, they can be addressed at a higher level.

The Veterans Services department also coordinates the Memorial Day Ceremony at the Tewksbury Cemetery and the Veterans Day Ceremonies at the Town Common, local nursing homes and assisted living facilities. Additional highlights from 2022:

- Weekly Veterans Coffee Social at the Senior Center Tuesday's at 10am.

- Delivering food weekly to Veterans and families. Food is provided by the Senior Center in conjunction with AgeSpan. Food donations are also received from J&B Butcher.
- Quilts of Valor were presented at the Veterans Day Ceremony.
- Annual Veterans Breakfast that included various raffles and a cake to celebrate the 247th USMC birthday.
- iPods for Wounded Veterans event provided Tewksbury Veterans with free electronics such as tablets, Bose headphones, and laptops. A grant of \$2,000 from the Wilmington/Tewksbury Elks contributed to the grand prizes that included: laptops, galaxy tablets, a high-definition TV, e-readers, soundbars, and other electronic devices.
- Presentation of Veterans Benefits to the LGBT Seniors. Provided gift cards for holiday meals and volunteered for the Halloween-Christmas party.
- Provided turkeys and gift cards for Thanksgiving.
- Provided hams and gifts cards for Christmas.
- 100 holiday gift bags with several various items like puzzle books, scarfs, gloves, and hats, etc. were given to our local Veterans, including those residing at Blair House and Bayberry Assisted Living to show appreciation for their service.
- Provided Tewksbury Vietnam Veterans with the Vietnam War 50th Commemoration book *A Time to Honor* from the Massachusetts Department of Veterans Services. Please contact my office if you are interested in receiving one.
- Facilitated getting Christmas presents for children of Veterans from Project New Hope in Worcester.

Lastly, donations from residents, organizations and businesses that included food, toiletries, clothing, backpacks, coats, and gift cards were given to Tewksbury Veterans and families and Veterans from surrounding communities.

I'd like to thank the following for supporting our Veterans and families:

- Volunteers
- VFW Post 8164
- American Legion Post 259
- Randy Carter from Clear Path of Veterans of New England Veterans
- Ray Metcalf from the Tewksbury/Wilmington Elks 2070
- John Bushway and the Tewksbury Eagle Scouts
- Betsy Dellorusso, Blair House
- Bayberry Assisted Living
- Paul Cardello, iPods for Wounded Veterans
- Kathy Bell – Quilts of Valor
- Primetime Sports – Lawrence, MA
- JB Butcher
- Perfecto's
- Soldier On
- Tewksbury Teacher's Association
- Elected officials, the Town Manager, the Board of Selectmen, and other town departments.

Respectfully Submitted,

Lisa Downey, Certified Veterans' Service Officer

DEPARTMENT OF PUBLIC WORKS

The mission of the Tewksbury's Department of Public Works (DPW) is to support and enhance the quality of life for residents, businesses and visitors by providing services and solutions to maintain and upgrade the Town's infrastructure in the most efficient manner; to provide design, construction and maintenance solutions for roads, traffic and drainage systems, trees, sanitary sewers, water production and distribution in order to maximize benefits, convenience and safety to the public.

ADMINISTRATION

The Administrative Division of the DPW oversees the daily operations of the Department and is responsible for all long-range infrastructure planning and budgeting. The Administrative staff are comprised of the Director of Public Works and (2) two full-time clerical staff. The administrative staff coordinates the Department's daily activities, develop and manage the annual operating, capital improvement and capital equipment budgets for each Division; prepare personnel and payroll records and process vendor invoices for payment. Administration staff also assists with the review of plans for proposed subdivisions to ensure compliance with town by-laws, regulations and with DPW standards. The Division prepares specifications and bid documents for the procurement of goods and services, equipment, and construction contracts for all of the DPW divisions. Hiring and training of staff, assisting in labor negotiations and managing labor agreement issues, developing, implementing and enforcing departmental policies, coordinating administrative support for all divisions of the department while handling all public inquiries are responsibilities of the Administration Division.

The DPW workorder system's public portal, which is available on the Town's website, allows the public to communicate their needs and work requests, while better tracking requests through completion. We continue our efforts to improve communication and connection with the community by posting to social media, including Facebook, Twitter and Instagram. You can follow us by searching Tewksbury-DPW.

ENGINEERING

The Engineering Division is staffed by the Town Engineer, three Engineering Project Managers, one GIS/IT Project Manager, and one Permit Coordinator/Administrative Secretary. As a team, we provide analyses and design, develop plans, specifications, and construction cost estimates, management, coordination, and construction support for the Department of Public Works (DPW). This includes design for roadways and utilities such as water, sewer, drainage, and stormwater. The Engineering Division works closely with other Town Boards and Departments to assist with planning, conservation, and traffic management review. The Engineering Division provides design review and construction inspection services for the Planning Board. Other services provided include inspections for driveway installations, water and sewer services, Geographic Information System (GIS) map updates, and technical support to Town Counsel for miscellaneous legalities.

The Engineering Division undertook and completed several transportation improvement projects utilizing various consultants and contractors. These projects included:

- Resurfacing of approximately 1.5 miles of roadways.
- Crack sealing approximately 4.1 miles of roadways. Crack sealing is a low-cost treatment that prolongs the life of a roadway.
- Micro Surfacing of 1.4 miles of roadways in the Heath Brook neighborhood. Micro surfacing is the process of applying a thin layer of asphalt-based material to seal the roadway from water intrusion while giving the roadway a new smooth driving surface.
- Continued construction of the intersection improvements at Andover Street and River Road, which will facilitate better traffic flow on Andover Street and River Road as well as improving safety in that area for pedestrians, cyclists, and motorists.
- Completed construction of a sidewalk along Shawsheen Street from Wayside Road to #1650 Shawsheen Street.
- Completed construction of a sidewalk along Main Street from Colonial Drive to Victor Drive. The Town received a \$220,000 Housing Choice Grant for the construction of this project. A portion of the sidewalk was constructed by MassDOT's contractor as part of the Main Street Resurfacing project.
- Investigation of traffic volumes and vehicle speeds on various roadways using a new radar device to better understand traffic patterns and address resident concerns/questions.
- Design of intersection improvements at the Town Center aimed at increasing vehicle circulation and improving safety for motorists, cyclists, and pedestrians. The Town worked with MassDOT and NMCOG to secure

funding through the Transportation Improvement Program (TIP). The project is programmed on the TIP for FY2027.

- Completed installation of new steel beam guardrail on North Billerica Road at the Tewksbury/Billerica Town Line.
- Received a \$400,000 grant as part of the Complete Streets Program for sidewalk improvements on Fiske Street and Andover Street with construction scheduled for 2023.
- Advanced the design of new sidewalks on Whipple Road from Pleasant Street to Chandler Street.

The Engineering Division undertook and completed several stormwater and drainage project utilizing various consultants and contractors. These projects included:

- Cleaning and mapping of the stormwater collection system in various locations throughout town as part of an investigation on ways to upgrade the system and alleviate areas of flooding throughout that neighborhood. A total of 16,815 linear feet of pipe was cleaned and video inspected.
- Preparation of the Annual Report for the National Pollution Discharge Elimination System (NPDES) Small Municipal Separate Storm Sewer System (MS4) permit. The Engineering Division continues to implement the stormwater program to ensure compliance with the EPA permit.
- Rehabilitation of the detention basin on Bridle Path Road, which included removal of overgrowth and sediment to restore the storage volume and allow the basin to perform more efficiently.
- Investigation of 22 catchments as potential sources of illicit discharges that were previously identified during prior inspections and assessments of stormwater outfalls during dry weather and wet weather periods as part of the Stormwater Program.
- Completion of emergency repairs to the Bayberry Lane culverts. The Town received a Small Bridge Grant from MassDOT in the amount of \$500,000 to be used to fund the construction of the project; however, the condition of the culverts declined rapidly, and the emergency repair was needed in order to keep the road open before the full culvert replacement can be completed in 2023.
- Design of a culvert replacement near #161 Pringle Street. The project has been designed and permitted with construction scheduled for summer 2023.

The Engineering Division completed several water distribution system improvement projects including:

- Replacement of approximately 22,000 linear feet of water main on Pike Street, Astle Street, School Street, Cottage Street, Bell Road, Whipple Road, Bay State Road, Willow Street, Mystic Avenue, Lakeview Avenue, Bond Street, Lake Street, Warren Road, Arnold Road, Dudley Road, Wightman Road, Saint Mary's Road, Laurence Street, Green Street, and Parker Avenue. This work is being done to abandon the older, less reliable 2-inch wrought iron and 6-inch and 8-inch AC water mains. The water mains were replaced with new ductile iron water main.
- Design of water main replacement projects on School Street, Bell Road, Cottage Street, Cleghorn Lane, Hood Road, Trull Brook Lane, Guile Avenue, and Victor Drive.

The Engineering Division undertook and completed several major sanitary sewer improvement projects including:

- Began installation of an inline sewage grinder for the Munro Circle pump station. This grinder will prevent frequent clogs of the pumps, which result in after-hours service calls by Town staff. The Munro Circle sewer pump station services the new Center Elementary School, which will open in January 2023.
- Inspection of 64 cross-country sewer manholes along the Shawsheen River basin. The remote nature of these cross-country sewer mains required inspection by means of an amphibious all-terrain vehicle.

The Engineering Division continued to administer Sewer Connections Permits, Physical Alteration Permits, Street and Sidewalk Opening Permits (SASO), and Water Permits. A total of 180 Sewer Permits, 123 Physical Alteration Permits, 17 SASO Permits, 180 Trench Permits, and 150 Water Permits were issued in 2022 including 15 permits for secondary water meters. The Engineering Division continues to maintain the Drain Layer's list for the approved contractors to work on utilities throughout the Town.

The Division was also able to have a part time engineering intern, Sophia Calandrello, from the Worcester Polytechnic Institute for four months over the summer. The intern assisted with daily activities within the Division. All her effort and hard work was greatly appreciated.

The staff in the Engineering Division also pursued various training and education opportunities at workshops, conferences, and seminars. These trainings were hosted by a variety of governmental and trade organizations including the Inspector General's Office, Environmental Protection Agency, ESRI, UMass Transportation Center, Massachusetts

Municipal Association, MIIA, FEMA, and the Massachusetts Highway Association. Project Manager Andrew Stack completed the OSHA Safety and Health Fundamentals Certificate Program offered through MIIA.

This was a productive year for the Engineering Division, and we look forward to the challenges in the upcoming year. Please visit our web site at <http://www.tewksbury-ma.gov/engineering-division> for updated information throughout the year.

HIGHWAY/FORESTRY

The Highway/Forestry Division operates with a crew of (12) employees. Although staffing is less than the manpower needed to fully address all services, the Highway/Forestry personnel worked hard to undertake the growing back log of requests and tasks. The activities of the Highway/Forestry Division through 2022 included, assisting the Engineering Division's road reclamation and paving projects; repairing potholes and deterioration of various sidewalks; installing driveway aprons to divert storm water flow; and the replacing and repairing street edge berms and catch basins. Other street related items included street sweeping of all streets through the efforts of town employees and contracted services.

Town staff repaired/rebuilt (44) catch basins, installed (5) new structures, replaced (40) feet of 8-inch drainage pipe and added (300) feet of 6-inch drainage pipe. Through the catch basin cleaning program, approximately (2,382) catch basins have been cleaned this year during an annual cleaning. Additional sweeping and cleanings occur in compliance with the requirements of the EPA's MS4 Storm Water Permit.

During inclement and emergency related weather events the division assumes more challenging and hazardous duties including broken and downed trees and limbs resulting in power outages and downed electrical lines. The division was also challenged with 60.3 inches snow and ice this winter season. Countless hours and dedicated efforts were assigned to battle the snow accumulations and maintain safe travel conditions resulting from day melting and night freezing on road surfaces.

The Highway/Forestry staff is also responsible for the maintenance and repair of traffic controls and street signs. Approximately (281) signs were repaired and/or replaced. Line painting included painting (252) stop bars, (71) cross walks and (114) Stencils, whereas (330,020) linear feet of white and (437,666) feet of yellow traffic lines were reestablished through contracted services. The Division began the use of epoxy paint in 2014, due to the paint's longevity, and continued its use to paint markings requiring specific symbols/figures to reduce reapplication. On newly paved streets (6,400) linear feet of thermo-plastic center and fog lines were installed.

The skill and dedication of the DPW staff while operating heavy duty trucks and other specialty equipment for long hours are unique to the overall winter work operations. Treating the roads with de-icing chemicals and plowing streets, schools, sidewalks and municipal parking lots are completed to ensure that all motorists and pedestrian traffic are safe commuting in the town of Tewksbury.

Forestry related activities include continued efforts to maintain and manage the growing list of concerns with public shade trees. This year (56) trees were removed through efforts of both the town staff and contracted services (including stump grinding). The staff also trimmed an additional (23) trees and removed (2) stumps using the towns stump grinder. The roadside brush cutting, resulted in clearing vegetation along approximately (175) lane miles of town right of way in various locations to improve the vehicle safety and sight lines. The Division continues to work with National Grid to remove and/or trim potential hazards to roads and electric lines.

FLEET MAINTENANCE

The Fleet Maintenance Division, consisting of (4) staff members and is responsible for service and repairs to maintain DPW/Water/Sewer equipment and rolling stock. DPW mechanics also maintain other department vehicles including Police, Parks, and smaller Fire Department vehicles. The repairs to the larger fire engines are contracted through an outside vendor by the Fire Department. In addition, there are various small engine equipment (lawn mowers, snow blowers, leaf blowers, generators etc.) that the Fleet Maintenance Division maintains. The Division ensures all registrations and inspections are current; maintains insurance and MASSDOT records; processes and manages the submittal, collection of insurance claims and ensures repairs are made and updates carrier records on an annual basis.

The Division orders and maintains the Town's gas and diesel fuel depot including all records of usage for various town divisions; maintains the facility to comply with all aspects of Department of Environmental Protection (DEP) requirements. All funding for fuels and maintenance activities used by Police, Fire, Park, Senior Center Shuttle, and DPW are consolidated into the DPW budget.

In 2021 the Town replaced a paper system with an electronic work order system to aid in tracking maintenance and service issues. Data was gathered and compiled for various Departments and will continue to be reviewed in 2023 to improve efficiencies, services, and budget distribution in the future. Number of work orders includes; The Engineering Department (6), Fire Department (23), Parks Department (4), Police Department (292) and Public Works Department (442).

The Division staff reviews Public Works equipment inventory annually and makes recommendations for replacement within the capital budget. In calendar year 2022 the DPW ordered but did not receive any equipment. Supply chains have been disrupted and the normal delivery windows have been extended beyond the calendar year. This makes the efforts of the Fleet Maintenance Division even more crucial.

WATER DISTRIBUTION / SEWER COLLECTION

Staffing levels for the Water Distribution and Sewer Collection Divisions collectively include nine (9) full-time staff. As of December 31st, 2022, the division had 8 employees, as follows:

- 1 Water & Sewer Division Supervisor (Vacant)
- 2 Crew Leaders (1 Crew Leader in acting-Supervisor role)
- 2 Special Heavy Motor Equipment Operators (SHMEOs)
- 4 Heavy Motor Equipment Operators (HMEOs)

In 2022 the Division had one internal promotion, two employee transfers in from other DPW divisions, one employee transfer out to another DPW division, and one new hire.

These nine employees were responsible for ensuring the integrity of the Town's Water Distribution System consisting of approximately 170 miles of water main, over 10,500 service connections, approximately 1,500 fire hydrants, and thousands of water main/water service valves. Water meters measuring each account's consumption are also maintained by the Division. In addition, these same nine employees are responsible for maintaining uninterrupted flow and operation of the Town's Sewer Collection System, which consists of approximately 180 miles of gravity and forced sewer mains, 47 sewer pumping stations, and thousands of sewer manholes.

During the 2022 calendar year, staff addressed 40 water main breaks and 14 water service connection leaks. Each of these water main/service repairs required the trench surface to be restored. Staff responded and processed roughly 2,500 DigSafe mark-out requests. The Summer of 2022 again brought on elevated water consumption in town due to drought. This extreme use resulted in many issues of discolored water in parts of town due to the sheer increase in flow through iron pipe. Fortunately, consumption began to reduce when getting out of the summer months and drought. Staff also replaced or installed 95 water meters of different sizes to better measure system water consumption; in recent years there has been an increase in commercial installation. In addition to meter installations, staff also replaced 138 registers and MTUs, as well as responded to routine meter issue calls. Division staff regularly assisted the Highway/Forestry Division with snow and ice operations throughout the winter season.

Water main flushing was performed in approximately half the system in 2022; the Department started flushing later in the season than usual due to the drought. It is anticipated that additional flushing will occur in the spring. Flushing is a necessary maintenance program which removes minerals and sediment from the pipes. Flushing also removes "old" water to help prevent the formation of biofilms in the pipe surfaces. Flushing is scheduled for after dinner hours to minimize the effect to residents.

Water & Sewer Division staff assisted the Engineering Division's water main replacement projects which replaced approximately 22,000 linear feet of old cast iron, wrought iron, and asbestos cement water mains on Pike Street, Astle Street, School Street, Cottage Street, Bell Road, Whipple Road, Bay State Road, Willow Street, Mystic Avenue, Lakeview Avenue, Bond Street, Lake Street, Warren Road, Arnold Road, Dudley Road, Wightman Road, Saint Mary's Road, Laurence Street, Green Street, and Parker Avenue with ductile iron pipe.

The Town's Sewer System requires consistent and faithful attention. Employees provided operation and maintenance duties to the 47 sewer pump stations on a daily to weekly basis. Hundreds of pump calls/pump failure alarms were responded to, many after normal working hours, nights, weekends and holidays. Grease and debris collect within the station and along the gravity flow sewer mains causing interruption of service and possible sewer main backups. Ball floats, which control the operation of the stations, have to be cleaned bi-monthly due to grease build-up. Lift station wet wells have to be cleaned annually, some twice per year. The Town also utilizes enzymes in its sewer station wet wells, with much success. The enzymes promote the growth of bacteria, which help to dissolve grease build-up. Other debris,

such as cloth wipes, hygiene products, and dental floss etc. create the bulk of the problems the Division experiences. We urge our customers not to flush these items down the toilet (even if the packaging says that they are flushable). Instead, they should be thrown in the trash.

The employees of the Water & Sewer Division continue to provide excellent service to the customers they serve, and may be called upon 24/7/365 to ensure the highest quality water distribution and wastewater collection standards possible.

Backflow Program

Staffing of the backflow program consists of one (1) full time Backflow Testing and Cross Connection Coordinator. A contractor is sometimes used to supplement a small amount of testing work, however was not utilized this year.

The Backflow and Cross Connection Program is required by EPA and MassDEP to protect the water system from back siphoning and contamination. Backflow devices are installed on Commercial, Municipal, Institutional and Agricultural locations, as they have a much higher probability of contaminating the water supply. The Town has also adopted what is called "Total Containment Policy", which requires the same facilities to install backflow devices at the water meter. In 2022 the program, through town staff, performed testing of all the devices in Tewksbury and surveyed all mandated properties. These tests are performed to guarantee proper operation of the backflow devices, and the surveys identify potential cross connection hazards.

Total number of facilities served: 609
Total number of facilities surveyed: 45
Total number of tests performed: 2154
Number of devices added: 45

WATER TREATMENT

Staffing levels for the Water Treatment Division include eleven (11) full-time staff. As of December 31st, 2022, the Division had 9 of the 11 positions filled, as follows:

- 1 Chief Operator
- 5 Operators
- 1 Residuals Facility Operator
- 1 Chemist (vacant)
- 1 Maintenance Mechanic
- 1 Assistant Operator (1 vacant)

In 2022 the Division had two employee departures and one new hire.

The Water Treatment Division now samples quarterly for PFAS contamination. Tewksbury drinking water has consistently been under all regulatory thresholds as set by MassDEP and EPA. PFAS contamination is more typically a concern for water systems with well sources. Surface water sources, such as the Merrimack River, are rarely a concern.

Finished Water Production: 934.8 Million Gallons
Average Water Usage per day: 2.56 Million Gallons per day
Maximum Day: 4.295 Million Gallons

For water quality information and other subjects concerning the water system please refer to our website at www.tewksbury-ma.gov/265/Water-Sewer-Division.

Respectfully Submitted by:

Kevin Hardiman, P.E., Director of Public Works
Andrew Stack, P.E., Town Engineer
David Lizotte, Assistant Director-Forestry/Highway/Fleet
Scott Brinch, Assistant Director-U

COMMUNITY ACTIVITIES

Library Trustees

Council on Aging

Historical Commission

PUBLIC LIBRARY TRUSTEES

Board of Library Trustees, 2022

Patrick J. Joyce, Chair

Bonnie M. Page, Vice-Chair

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Suzanne M. Pedersen

Mission and Vision of the Tewksbury Public Library:

The public library of Tewksbury seeks to provide the Town's residents with a wide variety of materials, resources and services. Our vision is to empower Tewksbury's residents by developing, promoting, and delivering lifelong learning opportunities and to provide cultural enrichment for the entire community. We endeavor to combine traditional roles of providing a quality book collection and customer service-oriented atmosphere, with current technological advances in the retrieval of information.

Two thousand and twenty-two saw library services rebound after the pandemic years. Statistics indicate how much residents used the library. Meeting rooms were again available for public use starting in March. New carpeting was installed in the building in two phases and funded over two fiscal years. The first floor was re-carpeted in June and funding to re-carpet the second floor passed in September. It was a welcome change after 23 years of original carpeting that was worn out in several places. Other building related maintenance is ongoing and we anticipate re-painting the building in the next few years, as well as replacing the roof which soon will be 25 years old. Structurally sound and filled with visitors, the library is quite a happening place to be!

The refurbishments continued with Bob Shea, an author and illustrator who painted a bright and whimsical mural in the Children's Department. The Teen Department received additional furnishings that make the space more useful and inviting for teens. Four new book display units were put in place on the first and second floors. These projects were funded through the Friends of the Tewksbury Public Library Anniversary Account for which we are grateful.

It was also a year of training on cybersecurity for library staff members, preparation of a CyberIncident Manual detailing what to do and who to call in the event of an attack on library hardware and software, and technological updates at the library. Library staff excelled in two online training programs: one by KnowBe4, which we purchased for staff training, and an opportunity from the MA Executive Office of Technology Services and Security for yearlong training. Both were valuable and we will continue to train with KnowBe4 in the coming year.

We continued to move our marketing efforts forward with redesigns of our flyers and brochures. Our aim is to provide clear information as well as a branded look. Assistant Director Nicole Goolishian heads this effort and has brought more efficiency and better planning to this process. Programming rebounded with a mix of in-person, hybrid, and virtual programs offered for children, teens and adults. Speakers, lectures and author visits are primarily sponsored by the Friends of the Tewksbury Public Library, the Tewksbury Cultural Council, and the Corning Foundation. Support of our programs is vital to preserving their quality and quantity as we provide other ways than print materials for people to learn and enjoy their lives.

Trustees Laura Harrington and Joseph Frank declined to run for another term and Julie Naughton and Suzanne Pedersen successfully ran for those seats. We thank the Trustee board members for their service and support of the library and its mission. Board of Library Trustees continued to advocate for the needs of the library, update policies and set opening and closing hours for the library. The Trustees thank and commend each library staff member for their valuable service to the community. Cooperatively, the Trustees, Library Director, staff members, our volunteers and the Friends of the Library work seamlessly to create a vital place for learning and cultural appreciation in the community.

Library Trustees and staff members are committed to continual improvement of the collections and services to residents because we know that the library is an important place in Tewksbury to gather, find information and learn. Thank you for your support.

Director: Diane Giarrusso
Assistant Director Nicole Goolishian
Executive Secretary: Jeannine Briley
Librarians: Robert Hayes, Community Services/Technical Services
 Emily Leggat, Teen Services
 Katrina Lewin, Children's Services
 Jeffrey Pike, Reference and Children's, part-time
 Siobhan Robinson, Information and Technology Services, resigned;
 Annalisa Moretti, Information Services Librarian
Library Associate: Jeanne Swartz, Circulation Supervisor
Specialists: Anne Kelley, Technology Services
 Haley Lawrence, Children's Services
Clerical Assistants: Michelle Blaikie
 Jennifer Burke
 Danielle Driscoll
 Gail Holland
 Christine Hollis
 Kate Jennings
 Theresa Troiano, part-time
Library Shelves: Carole Ardizzoni, resigned; Ashton Blaikie; Nicole Deshler. resigned
Maintenance: Joseph Fiumara

Library Hours, 2022:

Monday – Wednesday 10 a.m. to 9 p.m.
 Thursday – Friday 10 a.m. to 5 p.m.
 Saturday 9 a.m. to 5 p.m.
 Sunday 1 p.m. to 5 p.m.
 Closed Saturdays & Sundays in July and August.

Respectfully Submitted,

Patrick J. Joyce, Chair
Diane Giarrusso, Library Director

Annual Statistics are on the following page.

Top Checked Out Titles

Teen Board Games



Children's Board Games



Acorn Soup

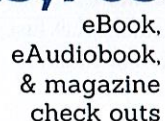


New physical & virtual library cards issued



Programs Offered

Program Attendance



Website Visits



Museum
Pass
Checkouts

213

COUNCIL ON AGING

Tewksbury Council on Aging Mission Statement: To enhance the lives of our older adults by identifying their needs and developing programs, activities, community involvement and resources to provide them with an independent and enriched quality of life.

Overview

The Tewksbury Council on Aging continued its service offerings in 2022 in addition to adding Elder Mental Health Outreach Teams with the awarding of a grant from MCOA to the Council on Aging in November of 2022. This grant has enabled us to provide far reaching outreach resources and mental health counseling at no cost, meeting people where they are for these services. We continued our activities programming to provide engagement and socialization through live tours, grab and go meals, and many other appealing activities. Our efforts to try to combat the isolation that was felt during the pandemic saw an increase in membership during 2022. These efforts promoted community togetherness and provided an opportunity for our continuing efforts to enhance the lives of older adults. For a second year we were able to secure a Boston College Intern who provided much needed Outreach services continuing to assist with applications for financial and medical programming as well as facilitating support groups. We continued our efforts in collaboration with AgeSpan to provide farmers markets, farmers market coupons, brown bag distribution, COVID vaccine booster clinics as well as flu clinics and local government programs.

The Council on Aging serves the 60+ population in the community and encourages those who are close to age 60 to participate in programs. The percentage of our attendees over the age of 60 were 99.4. We continued to reach homebound elders through social media, the Town Website and our Outreach services as well as the Tewksbury Carnation, and our monthly newsletter.

Some highlights from the last year include:

Outreach & Support Services

- Hosted:
 - LGBTQ+ Monthly Rainbow Social with several special events including a Christmas Party.
 - Pop Up Library
 - Weekly movies in our media Room partnering with the TPL
 - We continued to provide opportunities for COVID and Flu vaccines at the senior center.
 - AARP tax prep services.
 - Massachusetts Senior Shuffleboard Games and weekly participation
 - Mass Law Attorney workshop
 - Behavioral Health workshops through Vinfen.
 - Weekly Veteran's coffee facilitated by the VSO and held at the Tewksbury Senior Center.
- Our SHINE program continued to thrive with a dedicated SHINE counselor who was available via phone contact and in person to discuss Medicare and Medicaid needs.
- We provided Outreach to approximately 500 residents over age 60. With the EMHOT grant we provided (and will continue to provide), services to the Tewksbury, Billerica and Wilmington communities.
- We held Caregiver Support Groups twice per month; a monthly Low Vision Support Group; a monthly Parkinson's support group; a twice monthly Men's Group and a monthly Bereavement Support Group.
- We assisted with Fuel Assistance, SNAP, Housing and other community resource applications at the Senior Center and on home visits.
- We provided transportation for the annual ELK's Thanksgiving dinner in November.
- We worked collaboratively with local police, fire, board of health, the frontline initiative and AgeSpan to assist with the needs of the older adults in the community.
- We became a part of the Regional Hoarding Task Force with surrounding communities.
- During COVID the Veteran's were not able to gather for their annual breakfast however, in 2022 we were able to support the VSO in having the breakfast at the senior center once again.

Transportation

- We provided more than 3200 rides to those over age 60 and more than 30 rides for individuals under the age of 60. We have increased our transportation services by more than 1100 rides in 2022.

- Our transportation program continued to deliver Brown Bags once a month for individuals who cannot come to the senior center to pick up their bags. We also provided a shopping trip to the grocery store on Fridays to assist residents who are unable to get to the store without this service.
- Daily transportation services included medical appointments, personal care appointments, rides to the senior center for participation and activities as well as general errands such as picking up prescription medications.

Health & Wellness

- Foot Care clinics are held twice a month with some months adding an additional day to keep up with the demand for this service.
- The Town Nurse comes to the senior center twice a week to provide BP clinics.
- Reiki is provided once a week for free.

Nutrition

- The Tewksbury Senior Center is in its' eighth year as a distribution site for Boston Food Bank's Brown Bag Program. This program is a collaboration between the Greater Boston Food Bank and AgeSpan formerly known as Elder Services of the Merrimack Valley/North Shore. We collaborated with 14 communities and were able to distribute 640 bags to these surrounding communities. The Tewksbury Fire Department assisted each month in sorting the boxes by community.
- We participated in a Farmer's Market program with AgeSpan that provided fresh vegetables to income eligible elders. The vegetables were delivered weekly mid-summer into the fall. Vegetables were delivered by a farm in Haverhill.
- The Council on Aging is an active participant in the federally and state funded Senior Nutrition Program. The Senior Center is a congregate meal site, where lunch is served onsite Monday-Friday. We are a packing and distribution site for the Meals on Wheels program for Tewksbury. In 2022, there were approximately homebound older adults receiving daily meals each week.
- We ran our Seeds of Hope gardening project for the second year with vegetables in 6 raised garden beds as well as containers with vegetables and herbs. This provided many elders with fresh produce options which they took advantage of picking. Senior center staff and volunteers maintained the garden beds with volunteers on a rotation for watering the plants during the growing season.

Personnel

- Staff participated in the following trainings:

CPR/First Aid	Dementia Friendly Training
LGBTQ Cultural competency training	Accessible Lift Use & Passenger Securement
Defensive Drivers	Disability Awareness
Unconscious Bias Training	Several MIIA trainings
Field Supervisors Training w/BC	Several Social work trainings
- The Tewksbury Senior Center teamed up with Boston College to give a MS Level Social work intern to the opportunity to help provide additional outreach services for the second year in a row. We secured funding to make this a paid position for 16 hours per week in 2022.
- The Council on Aging is fortunate to be able to have more than 100 volunteers to help with managing the two shops which help to keep costs low for programming at the senior center. They also answer the phones, assist with events, decorating, our help desk, help with our monthly dj dance and lead bone builders' classes to name just a few. We would not be able to provide the services and resources that we do without their dedication and are very grateful for their continued efforts to assist with all the programming we provide. They are an essential part of our success at the Senior Center.

Facility

- The Senior Center is home to several groups: the Golden Age Club, The Swinging Senior Chorus, The Friends of the Elderly and the Silvertones.

Fitness

- A total of 19 fitness classes were taught each week by certified instructors at the Senior Center in 2022.

- Classes appeal to many interests and accommodate all levels of physical ability. We offered one of those classes in the evening for anyone that may still be working during daytime hours.
- Three separate Bone Builders classes, 6 classes per week, were supported by Community Teamwork, Inc., free for participants and led by volunteer instructors. There are 60 older adults actively participating with several more on a waitlist.
- During regularly scheduled hours 269 people participated in exercise classes.
- Weekly shuffleboard games are played on three indoor courts every Wednesday from 4-5:30PM. We hosted the Massachusetts Senior Games again in 2022. Adding a third court through a Cultural Council Grant has increased participation in the activity. This activity is enjoyed by active agers of varying abilities.

Recreation

- The Council on Aging offers a variety of recreational activities. Art classes offered include Wood Carving, Independent Painting, Independent Knitting, Arts & Crafts Group, Quilting, Bunka Embroidery, and DIY Seasonal Decorations. Recreational activities included Zingo, Billiards, Wii Bowling, two variations of Mah Jong, several card groups, Cribbage, Whist, and indoor shuffleboard. Zingo is our largest in-person activity with close to 100 participants each week.

Community

- We finally held our Murder Mystery Dinner in September which had been scheduled for March of 2020.
- The TMHS Girls Basketball Team sponsored an entire event helping decorate gingerbread houses in December. They enjoyed singing Christmas carols together while decorating the gingerbread houses. They also provided pizza for the participants to eat.
- We Collaborated with the Golden Age Club again this year to raise funds for the Alzheimer's Association through the sale of flower spinners in June. Several individuals also walked in the annual Walk for Alzheimer's in October. Personalized flowers were displayed at the entrance of the Senior Center.
- In June we worked with volunteers who decorated the building entrance for our "Go Purple" Alzheimer's month.
- The TSC participated in National Night Out and Safe Halloween in 2022 held at TMHS.
- We hosted 8 virtual tours around the world to places like Ireland; Amsterdam; Italy and Egypt to name a few with a subscription purchased from Beeyond. This subscription was purchased through a cultural council grant.

Senior Center Hours: 8:00AM to 4:30PM, Monday-Friday

Phone: 978-640-4480

Fax: 978-640-4483

Council on Aging Staff

Director- Janice Conole

Sr. Clerk Secretary – Tammy Duggan

Maintenance Person- Gregory Corcoran

Community Outreach Coordinator- Christina Hess

Activities Coordinator- Diane Dunlevy

Van Driver- Gail Deakoff (Part-time)

Van Driver- Ralph Natola (Part-time)

Van Driver- Nancy McCarthy (Part-time)

Council on Aging Board Members

Lynn Murphy - Chair

Virginia Desmond – Vice Chair

Arthur Costa - Treasurer

Tracy Skahan - Secretary

Kathleen M. Walsh

Donna Bell

Joanne Aldrich

Arlene Wright

Mike McDermott

Joan Unger

Sandy Creamer

HISTORICAL COMMISSION

The Tewksbury Historical Commission is a seven member board established by Massachusetts General Laws as accepted by Town Meeting. Its duties are directed toward the purpose of “preservation, protection, and development of the historical or archeological assets” of the town of Tewksbury, as well as safeguarding and promoting appreciation of Tewksbury’s heritage.

The Commission typically meets on the third Monday of alternate months in the Trustees Room of the Public Library. The Board of Selectmen is the appointing authority for the Commission. One member also serves as Town Historian and is appointed by the Town Manager.

TEWKSBURY HISTORICAL SOCIETY SUPPLEMENT

The Commission coordinates activities with the Tewksbury Historical Society, a non-profit organization which has grown to more than one hundred and twenty five members. The following supplement was submitted by the Society:

The Tewksbury Historical Society is a non-profit organization whose mission is to promote the appreciation and preservation of the history of Tewksbury. The Society is the official repository for Tewksbury artifacts and photographs, many of which can be seen in Local History Room of the Tewksbury Public Library. Visitors and members are encouraged to donate items of Tewksbury history for preservation. The Society holds several events throughout the year including the reenactment of April 19, 1775 by members of the 2nd Massachusetts Regiment (www.2ndmass.org).

Please visit our website at www.tewksburyhistoricalsociety.org and Facebook page at www.Facebook.com/TewksburyHistoricalSociety for more information including upcoming events and how to join. Or mail us at Tewksbury Historical Society, P.O. Box 522, Tewksbury, MA 01876.

The Historical Commission would also appreciate information about preservation issues, including any historical or archeological asset which may be threatened or unknown to us. Contact information for Commission members is below.

Respectfully Submitted,

THE TEWKSBURY HISTORICAL COMMISSION

Tom Churchill, Chair t.churchill@verizon.net (978) 640-6927	Karen Favreau kjfavreau@gmail.com
Eileen McDonagh (978) 851-6076	Patricia Stratis (978) 851-6206
Nancy Reed, Secretary nancrd@comcast.net (978) 851-8920 (h) (508) 574-9687	Linda Voutour lvoutour@gmail.com

SAFETY

Fire Department

Fire Department Roster

**Incident Analysis/Permits and
Inspections**

Police Department

Police Department Roster

Crime Statistics

FIRE DEPARTMENT

The mission of the Tewksbury Fire Department is to protect and educate our community, show courtesy and compassion to all, and continue the honored tradition and dedication of the fire service that exceeds expectations.

The members of the Tewksbury Fire Department respond in a very efficient and professional manner throughout the year. The Department answered calls for assistance and provided service 9,629 times in 2022. There were 85 responses to fires. Engine companies provided residents with lift assistance 293 times in 2022 and the ambulance responded to 4,467 calls for medical aid or service.

An important function of any fire department is to prevent the occurrence of situations that produce injury, death, destruction of property, or negatively impact our community. We try to accomplish this through public education and fire prevention programs. In 2022, the Department applied for and received a State S.A.F.E. and Senior SAFE Grant for the education of school age children and senior adults in the area of fire and life safety. We are very fortunate to have a dedicated staff of firefighters, an Executive Secretary and community volunteers that participate in these and other fire and life safety-based programs throughout the year. We were able to start getting to more and more in person events this past year including getting back into the schools to have more interaction with children, we look forward to expanding our partnership with the Tewksbury School system. Information on programs and Town departments can be obtained at www.tewksbury-ma.gov.

The Fire Department consists of 56 sworn fire officers and firefighters and one civilian Executive Secretary. In Tewksbury, line personnel are assigned to an engine company, an ambulance, or serve as the officer in charge of one of the four working shifts. The Town is broken down into three response districts with fire stations located in the Center, North, and South. Each station has one engine company with a lieutenant and a minimum of two firefighters assigned. In addition to the engine company in the Center Station, two cross-trained firefighter/EMTs staff a primary BLS ambulance, and a captain is assigned to oversee the on duty force. An aerial ladder truck and a heavy rescue are housed at the Center Station along with a light brush truck. At the North Station, the two firefighter/EMTs assigned to the engine company also staff a secondary BLS ambulance when the primary ambulance is already committed to a call. This leaves that engine company temporarily out of service if a second medical call comes in; however, the fire lieutenant left behind moves to an emergency response utility vehicle should he/she be needed at another incident. The South Station houses a brush truck, trench rescue trailer, and a spare ambulance and engine.

In Tewksbury, a normal response to a medical emergency would send the nearest engine company and the primary ambulance. A normal response to a house fire would send the two closest engine companies directly to the fire scene along with the shift commander and the primary ambulance, if available. The third engine would respond to the Center Station to staff the ladder truck and await response instructions from the shift commander. This model has proved operationally effective and cost efficient for the majority of the community's response needs. Maintaining a minimum of three members on a responding engine or ladder company remains a high priority. Mutual aid and off-duty members are called in when incidents exceed the on-duty crew's capability. Mutual aid is a concept that has been utilized by the fire service to help every city and town deal with those unusual incidents that a community cannot handle on its own. Tewksbury is a member of the Fire District 6 Mutual Aid Association: An Association of 18 member communities. As the Department prepares to provide two dedicated full-time ambulances to the community, we will be adding an additional staff member to each of the four shifts in the very near future. This will help to address the increasing call volume the Department is experiencing in the area of medical aid. A variety of factors are contributing to this increase including an aging population, an increase in apartment and senior living communities, an ongoing opioid crisis, and rising mental health assessments occurring in all age brackets. In 2022, we once again saw an increase in ambulance transports to local hospital emergency rooms.

Thanks to the hard work of Firefighters Charlie Lucia and Peter Smith along with Deputy Guttadauro, we were able to get Federal Assistance for Firefighter Grant to utilize towards the training and education of our members. Also, they were able to secure money from the State level in the equipment grant so we can continue to upgrade and update our equipment.

In 2022 the average age of our members was 40 years old. The fire officer's average age was 46.4 years with an average of 12.6 years of experience in the Department. Firefighters were 43.9 years with 15.9 years of experience and EMTs assigned to the ambulance averaged 31.7 years and 3.7 years respectively. In 2021, Deputy Chief Al Vasas retired, along with Firefighters Dave Levy Jr. and Steven Spencer. Promotions that took place in 2022: Lieutenant Paul Guttadauro was named Deputy Chief of Department; Lieutenant Daniel Sawicki was promoted to Captain in charge of

the Fire Prevention Office, Firefighter Tim Mancusi was promoted to Lieutenant. Michael Donovan was hired as a Firefighter/EMT.

Lieutenant Al Rosemond was named the departments new Training Officer and he has been able to implement many programs both utilizing online and hands on training. The members of this Department continue to do an outstanding job through unprecedented times. The firefighters and EMTs continued providing both emergency and non-emergency public assistance throughout the year without interruption; a credit to their dedication, professionalism, and ability to problem solve to get the job done. Executive Secretary Jeanne Martin works with our command staff to keep necessary functions going within and outside of the Department. I could not be prouder of this group of individuals.

The new Center Fire Station Headquarters opened in March of 2022. As we have made the transition into the new building, we brought the Fire Prevention Office to the Center Station to have a centralized location to try and better serve the needs of the residents. The new station replaces the 56-year-old station that we were housed in.

G&R Construction was the general contractor, HKT Architects, Inc. as the architects, and Vertex Engineering as the owner's project manager. The new station was built on a Town owned piece of land on Main Street, across from Town Hall. The Northern Middlesex Regional Emergency Communications Center (NMRECC) opened with Tewksbury emergency communication workers staffing the new facility on Whipple Road. Additional staffing was brought on to meet the staffing needs of the Center. This State funded project combined the fire, police, and E-911 communications into one state of the art facility for Tewksbury and Dracut.

Engine companies directly support fire prevention efforts by performing residential plan reviews, oil burner and smoke alarm inspections, residential propane installation inspections, and quarterly daycare, hospital, and school inspections. They take the time to educate the community one inspection or interaction at a time. Working smoke and carbon monoxide (CO) alarms continue to be the best first line of defense in the residential setting. Early detection and warning can and does save lives. Your local firefighters are committed to making sure you have the information you need to help protect your families. Please do not hesitate to call us if you have a question or concern about fire or life safety; we are here to help. The Tewksbury Firefighters Union Local 1647 and the Department continues to co-sponsor a File of Life Program. This program will provide Tewksbury residents who have a significant medical history the opportunity to compile this information in a readily accessible and standardized format. To participate in this program please call (978) 640-4410 and ask to receive the File of Life; its free to you or your family members and it works!

As we look towards 2023, we will continue to provide the best and most efficient service to all the residents of the town. We look forward to having a second full time Ambulance in service in a more consistent and sustainable way, as the call volume continues to increase in both the emergency medical and fire fields.

FIRE DEPARTMENT ROSTER – December 31, 2022

FIRE CHIEF:	Joseph W. Kearns	Year of Hire 1995		
DEPUTY CHIEF:	Paul Guttadauro	1994		
CAPTAINS:	Scott Keddle	1987		
	Jeff Giasullo Sr	1995		
	David Carney	1995		
	Kenneth Sandberg	2003		
	Daniel Sawicki	2004		
LIEUTENANTS:	Scott Austin	2003		
	Peter Bielecki	2014		
	Patrick Doherty	1997		
	David Giasullo	2012		
	Joseph Fortunato	2001		
	David Karlberg	2001		
	Robert Keddle	2011		
	Brian Mackey	2009		
	Timothy Mancusi	2014		
	Russell McGlaufflin	1989		
	Christina Merrill	2003		
	Alan Rosemond	1989		
	Derek Welch	2016		
FIREFIGHTERS:	Joel Altavesta	2014	Justin Hubbard	2018
	Marc Bourdon	2013	Daniel Kasprzak	2013
	Shawn Bradley	2015	Justin Lamoureux	2015
	Peter Brekalis	2021	Charles Lucia, Jr.	2018
	Jacob Brothers	2021	Michael Merrill	2004
	Patrick Brothers	1995	Jason McNamara	2021
	Patrick Brothers Jr.	2021	Paul Mugford	2021
	Joseph Dogherty	2017	John O'Leary	2017
	Michael Donovan	2022	Christopher Reppucci	2021
	Todd Elliott	2006	Henry Roberts	2020
	James Fitzpatrick	2011	Peter Smith	2017
	Jay Fagone	2020	Jonathan Tammaro	2021
	John Fowler	2004	Brandon Tanguay	2021
	Jeffrey Giasullo, Jr.	2019	Christopher Teixeira	2017
	Michael Giasullo	2011	Derek Temmallo	2017
	William Gosse	1998	Tyler Welch	2014
	Blake Hery	2021	Michael Willey	2017
	Timothy Holden	1994	Daniel Yost	2004
EXECUTIVE SECRETARY:	Jeanne Martin	2015		

Incident Analysis	2022
Fire/Explosion	85
Overpressure/Rupture	2
Rescue Calls including Medical Assist	3,190
Hazardous Condition	90
Service Calls	874
Good Intent Calls	420
False Calls	487
Severe Weather/Natural Disaster	2
Special Type/Complaint	7
Ambulance Calls	4,467
Department Responses	9,629
Permits & Inspections	3,402
Department Responses	Total
1980	2,161
1990	3,160
2008	5,998
2009	6,115
2010	6,454
2011	6,701
2012	6,630
2013	7,009
2014	7,565
2015	7,896
2016	8,135
2017	8,531
2018	8,609
2019	8,930
2020	8,177
2021	9,320
2022	9,629

POLICE DEPARTMENT

The mission of the Tewksbury Police Department is to reduce crime and the fear associated with crime; by providing the best possible service we can provide with the utmost integrity; by engaging the citizens with a community policing philosophy. Our objective is to improve the quality of life through community and inter-agency partnerships to thereby promote a safe and secure community for all. The Department is comprised of 67 sworn officers and 7 civilian support personnel. The Department's resources are being expended on the prevention, response, and investigation of property crimes, traffic accidents and issues, issues associated with mental health/substance use disorder, and crimes of violence.

We have enhanced our Community Policing effort with the following successful programs, Ice Cream Truck/Ice Cream Giveaway, Junior Police Academy, Public Safety Night, Safe Halloween, TPD Baseball Card Collection, Outdoor Hockey Rink Contest, Wal-Mart Gift Card give away, TMHS Pathway to Criminal Justice Class, and increased our community oriented social media presence. We will continue to find innovative ways to engage with the community in a positive way.



We also increased our training and awareness of Officer Wellness, decreasing the stigma of PTSD, anxiety, and depression within our profession to continue to care for our officers. This will continue to be a priority for me and an ongoing commitment to our people.

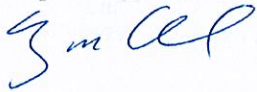
We have issued a new policy and procedure manual and have our assessment for State Certification in April 2023 by the Massachusetts Police Accreditation Commission. Once Certified, we will move to the accreditation phase. This will be a tremendous feat for our agency. It shows the public that our policies and practices are in line with the best practices in policing and we are meeting the qualified standards that have been outlined in the State.

The total number of incidents logged in the Department's Records Management System in 2022, which include calls-for service, motor vehicle stops, and all patrol-initiated activities, is 47,798. Arrests remain under 700 this year, reaching 579 which is a 14% decrease from 2021. In 2022, simple assaults have decreased by 13%; burglaries are down by 6%; thefts from a building are down 30%; thefts from a vehicle are down by 27%, and the number of shoplifting incidents are up by 23%. Drug activity, arrests, and offenses have decreased by 17%; while operating under the influence incidents decreased by 14%. Department personnel have responded to 844 motor vehicle accidents and have issued 1,537 traffic citations to reduce traffic accidents, injuries, and fatalities and to improve the quality of life of the Town's residents. Officers are responsible for logging 14,163 proactive building checks; 7,226 area checks, and 4,319 motor vehicle stops in an ongoing effort to reduce crime and the fear associated with it. Department personnel responded to 55 reported drug overdoses in 2022, which is a 18% decrease in non-fatal overdoses. The number of overdose deaths

decreased from 9 to 7, a 25% decrease. The Front-Line Initiative is a grant led program that has aided in various encounters with the community in three major categories: prevention, crisis response, and recovery. Our crisis response division places its focus on providing live co-response alongside Tewksbury PD officers providing real-time support and resources to members of the community having a mental health or substance use crisis. Our co-response clinician and recovery support staff have followed up on 1095 referrals (a decrease of 9% from 2021) on individuals who sworn members of the Department had an encounter with. These individuals need substance use and/or mental health resources/support/treatment.

We want to thank the community for their support of our department, but we realize that the support is earned. We must continue to earn this support and continue to be a transparent and professional organization.

Respectfully,

A handwritten signature in blue ink, appearing to read "R. Columbus", written over a horizontal line.

Ryan M. Columbus
Chief of Police

POLICE DEPARTMENT ROSTER

Chief of Police: Ryan Columbus 2000

Deputy Chief of Police: John Voto 1996

Administrative Director:

Lieutenants: Scott Gaynor 1995
James Williams 1996
Robert Field 1996
Alysia Columbus 2008
Patrick Connor 2010
Patrick Harrington 2003

Detective Lieutenant: Brian Farnum 2004

Sergeants: Steven Torres 2000
Thomas Cooke 2002
Joseph Kelley 2004
Michael Newcomb 2010
Dennis Peterson Jr 2004
Michael Donovan 2008
Shane Gallagher 2014
Matthew Donovan 2018
Ryan Hunt 2017
Matthew Donovan 2018
Christopher Lefebvre 2010

Detective Sergeant: Michael McLaughlin 2011

Court Prosecutor: Robert Stephens (Lt.) 1996

K-9 Officer: Colin Trelegan (Sgt.) 2016
Stephen Quinn 2014

Detectives: Peter Regan 2003
Andrew Richardson 2011
Matthew Rowe 2014
Michael Vasconcellos 2013
Peter Murray 2020

Narcotics Unit: Christopher Byrne 2011
Michael Maccario 2016
Joseph Mendonca 2016

Evidence Officer: Kaitlin Sullivan 2013

School Resource Officer: Douglas Pratt 2004
James Ryser 2009
Eric Hanley 2002
Robert Bjorkgren

Traffic Unit: Christopher Adams 2015
Paul Nicosia 2008

Family Service Officer: Kimberly O'Keefe 2002

Comm. Service Officer: Jennie Welch 2003

Patrol Officers: Markus McMahon 2001
Arthur Piccolo 2002
Karen Capuano 2003
Robert Bjorkgren 2003
David Miano 2010
Paul Morris 2011
David Duffy 2011
Dana LaPointe 2017
Kayla Sheehan-Gordon 2018
Justin Lindahl 2018
Joshua Barbera 2019
Christopher Bettano 2019
Nicholas Ciaramella 2020
Christopher Scott 2002
Lauren Strong 2020
Thomas Contaloni 2020
Christian Kyle 2020
Andrew Donovan 2020
Michael Peltine 2020
Peter Knoops 2020
Ryan Sughrue 2021
Nicholas Gamble 2021
Chy Lim 2021
Sangvarak Peou 2021
Dennis Kelleher 2021
Michael Jones 2022
Alexander Bourassa 2022
Matthew O'Brien 2022
Jacob Saad 2022
Stephen Johnson 2022
Charisaa Edmonds 2022

Executive Assistant: Laura Custance 2019

Secretaries: Patricia Stotik 1995
Marcia Vitale 2018
Jo-Ann Harris 2020
Diane Catyb 2022

Reserve Secretaries: Arline Boone 2020
Adrianna Schafer 2020
Carol Alari 2022
Elyse Tivnan 2022

Facility Maintenance: James LeBeouf 2020
Mike Sakovich 2022

SAPC Director: Maria Ruggiero 2015

Mental Health Regional Director: Matthew Page-Shelton 2018

Mental Health Clinician: Kaitlyn Bell 2020
Kaitlin Bergeron 2020
Rachel Beers 2021
Cheryl Knowles 2021
Niko Simoa 2021
Kelley Finneran 2022

Reserve Police Officers:

Bruce Adams
John Casey
Tom Casey
Christopher Coviello
Phil Gath
Timothy Kelly
Charles McPhail
Mark Perry
Peter Phillips
Kevin Reese
Thomas Sullivan
Timothy Sheehan

Traffic Guards:

Evan Boudreau
Patrick Doherty
Michael Donahue
John Donoghue
Joseph Fortunato
Lee Gath
Mark Hildebrand
Rick Hopkinson
John Jarek
Matthew Jarek
Scott Keddle
David Levy
Richard Lumsden
Jason McNamara
James O'Hare
Stephen Pelrine
Stephen Powers
Daniel Sawicki
William Schwalb
Daniel Sitar
Mark Wood

Crime Statistics 2022

Forcible Rape	14
Robbery	10
Assault Aggravated	76
Assault Simple	210
Assault Intimidation	54
Burglary/Breaking and Entering	27
Shoplifting	122
Theft from Building	28
Theft from Motor Vehicle	24
Thefts (all others)	166
Theft of Motor Vehicle	17
Counterfeiting/Forgery	30
False Pretense/Swindle/Confidence Game	67
Embezzlement	2
Destruction/Damage/Vandalism of Property	73
Drug/Narcotic Violations	172
Disorderly Conduct	8
Driving Under the Influence	66
Drunkenness	24
Trespassing	18
Liquor Law Violations	14
All Other Offenses	440
Arrests	527
Citations	1,457
Alarms	825
Reports	3,572
Building Checks	12,953
Accidents	540
Call Volume	43,498
Motor Vehicle Stops	4,087

EDUCATION

SCHOOL DEPARTMENT

Personnel & Retirees

School Department Budget

**John & Abigail Adams
Scholarship**

School Committee Recognition

**Student Services &
Special Education**

Superintendent of Schools

Community Scholarship Awards

TPS Entrollment

Public School Employee Salaries

Shawsheen Valley Regional Vocational Technical School District

EDUCATION

The Tewksbury Public Schools serves students in preschool through grade 12. The district operates a preschool program, four elementary schools, an intermediate elementary school, one middle school, and a comprehensive high school. In addition to the regular educational programs, Tewksbury offers a full range of co-curricular and extra-curricular activities, and extended summer learning opportunities.

I am pleased to announce important and exciting updates relative to the Elementary School Building Project. On September 11, 2021, the new Field House opened and the first athletic event was played on Doucette Field. In April of 2022, the old Center Fire Station, on Town Hall Avenue, was converted to a temporary office for the Central Office administration and staff. We extend our gratitude and appreciation to all those involved, Town Manager Mr. Montuori, TFD Chief Kearns, Business Manager Mr. Libby, Maintenance Foreman Mr. Marchand and the entire TPS Maintenance Departments. On November 28, 2022, the District's Central Office administration moved into our new offices located in the new Center Elementary School. The doors to the Center Elementary School officially opened for over 750 students and our staff on January 5, 2023. The school district acknowledges and thanks the members of the Elementary School Building Committee, the Tewksbury Finance Committee, the Select Board, the Planning Board, Town Manager, Tewksbury community and all those involved in the project for their dedication, commitment and continued support of the Tewksbury Public Schools.

Personnel

The process of change continued in the Tewksbury Public Schools. On February 1, 2022, the district announced and introduced Brenda Theriault-Regan as the Interim-Superintendent and appointed her to the position of Superintendent of Schools on July 1, 2022. TPS welcomed 60 *plus* new staff during the 2021-2022 school year.

2022 TPS Retirees

The district recognized and honored the 2022 Retirees. We offer our thanks and appreciation to all of our retirees. Their work has impacted countless children and has had a profound impact on the Tewksbury Public Schools.

TPS District-wide

Gail Bliss, Occupational Therapist - 28 Years of Service

Christopher Malone, Superintendent of Schools - 6 Years of Service

Loella F. Dewing Elementary School

Mary Abbott, Education Support Personnel Aide - 15 Years of Service

Heath Brook Elementary School

Deborah Brewin, Grade 2 Teacher - 25 Years of Service

Rosemary Coughlan, Case Manager - 15 Years of Service

Donna DePierro, Education Support Personnel Aide - 20 Years of Service

Mary Kapust, Education Support Personnel Aide - 16 Years of Service

Donna Sacramone-Greene, Kindergarten Teacher - 24 Years of Service

MaryEllen Zier, Education Support Personnel Aide - 26 Years of Service

North Street Elementary School

Sharon Zaremba, School Secretary - 19 Years of Service

John F. Ryan Elementary School

Robin Reading, Grade 6 Science Teacher - 24 Years of Service

John W. Wynn Middle School

James Pringle, Science Teacher - 22 Years of Service

Tewksbury Memorial High School

Patrick McAndrews, Special Education Teacher - 25 Years of Service

Catherine Stack, English Language Arts Teacher - 21 Years of Service

Curriculum and Assessment - Lori McDermott, Assistant Superintendent

The District's curriculum serves as a guide and helps teachers plan their day-to-day instruction. The curriculum provides a clear description of how each area of study is organized and how it connects with what is taught in other subject areas and classes. The Tewksbury Public Schools' curriculum is aligned to the Massachusetts Curriculum Frameworks and provides direction on what is most important for students to learn. In addition, the District is in full compliance in all areas of Special Education, Civil Rights, English Language Learner Education, and other General Education requirements of the MA Department of Elementary and Secondary Education's (DESE) Tiered Focused Monitoring (TFM).

Massachusetts Comprehensive Assessment System (MCAS)

The Department of Elementary and Secondary Education (DESE) released statewide MCAS test results from the spring 2022 exam. The Tewksbury Public Schools grades 3 through 8 out-performed the state in exceeding or meeting expectations on the 2022 MCAS in the areas of English Language Arts (ELA), Mathematics, and Science (grades 5 & 8). Tewksbury Memorial High School out-performed the state on the 2022 MCAS in the areas of Mathematics and Science.

Every year, each public school and school district in Massachusetts receives a report card. Just as your child's report card shows how they are doing in different subjects, the Tewksbury Public Schools' report card is designed to show families how our schools are doing in different areas. The Tewksbury Public Schools' report card is available at **School and District Report Cards - Massachusetts Department of Elementary and Secondary Education**. The report card includes multiple measures of a school's performance – more than just MCAS scores. It represents a new way of looking at school performance, by providing information on student achievement, teacher qualifications, student learning opportunities, and more.

School Department Budget – David Libby – School Business Manager

The budget for the 2021–2022 year, excluding Exempt Debt, is \$62,617,856 or an increase of \$1,355,790 (2.22%) as compared to the amount budgeted in the prior year. The composition of the budgeted increase for FY22 by major cost categories is as follows: Salary increasing by 3.00%; Operating and Capital Costs increasing by 1.81%; and Fixed Costs increasing by 0.48%. Despite these ordinary increases to the budget, the school department was able to end the 2021–2022 year modestly favorable to the budget while preserving staffing levels, maintaining and improving school facilities, increasing instructional technology and continuing with services and programming at levels consistent with prior years.

During the 2021–2022 year, the school department received Federal & State Grant funding totaling \$5,697,023, which included \$4,161,707 in Grants specific to covering costs associated with COVID related expenses.

The budget for the 2022–2023 year, excluding Exempt Debt, is \$64,083,664 or an increase of \$1,465,808 (2.34%) as compared to the prior year budget. The composition of the budgeted increase for FY23 by major cost categories is as follows: Salary increasing by 3.00%; Operating and Capital Costs decreasing by 1.26%; and Fixed Costs increasing by 3.41%. Federal & State Grant funding for the 2022–2023 year is earmarked at \$1,858,607. The FY23 grant funding is \$255,896 higher than the FY22 grant amount, COVID-19 grants notwithstanding. The excitement of opening the Center Elementary School highlighted the school year 2022-2023. The Business office will be closely monitoring operating costs associated with the new school over the second half of the school year, to begin to understand the long term effects of the new school on the school's budget. The School Committee as well as School Administration is very confident that they can continue to maintain staffing levels and provide our students with a quality educational experience with this level of funding.

John and Abigail Adams Scholarship

The John and Abigail Adams Scholarship provides a tuition waiver for undergraduate education at Massachusetts state universities or community colleges. Students qualify for the scholarship when scoring in the Advanced category in either the Mathematics or the English Language Arts section of the grade 10 MCAS test: by scoring in the Proficient or Advanced category in the second subject (Math or English Language Arts); and have a combined MCAS score on their assessments that ranks in the top 25% in their school district.

2022 JOHN & ABIGAIL ADAMS SCHOLARSHIP RECIPIENTS

Congratulations to the Tewksbury Memorial High School 2022 award recipients!

Nicholas Alvarado	William Eskenas	Olivia Millspaugh
Royce Bacay	Callie Finnegan	Madelyn Montejo
John Baker	Daniel Franklin	Shea Moynihan
Carrina Barron	Anirudhh Harlalka	Mitchell Nicolas
Lauren Bielecki	Karen Hennawy	Harshit Pal
Albert Bosworth	Ceceila Ho	Ava Paquette
Robert Branchaud	Rebecca Kelleher	Dylan Paulding
Brooke Bunyan	Kiley Kennedy	David Penney
Madelyn Caliendo	Jocelyn Kinnon	Sam Ros
Jack Callahan	Hannah Kwartler	Anthony Russo
Emily Carriere	Gavriella Lightfield	Sabreen Sabir
Darren Castiglione	Katrina Macdonald	Olivia Satterfield
Brandon Contardi	Abigail Mahoney	Marissa Toutpuissant
James Cozzo	Maximus Mattuchio	Tyler Trodden
Cian Dawson	Robert Mccorry	Riley Veits
Brooklynn Degrechie	Darya Mehrabani	Olivia Ward
Sarah Downing	Pouriya Mehrabani	Gray Zadig
	Evan Mendonca	

School Committee Recognition

The District recognizes the many efforts of the School Committee members, Chair Bridget Garabedian, Vice-Chair Keith Sullivan, Clerk Kayla Biagioni-Smith, and members Nicholas Parsons and Richard Russo, Jr., for their leadership and continued support of our students, families, and the TPS staff. The Committee is vested in the Tewksbury Public Schools and strives to make them the best they can be for our students and staff!

We offer many thanks to the Town Manager, the Select Board, and the Finance Committee for working collaboratively with the district and meeting the budget needs and requests of the Tewksbury Public Schools.

Student Services & Special Education – Rick Pelletier, Director of Student Services

As the Town of Tewksbury decides the next fiscal year's budget, special education programs often become a focus of attention. This is because special education costs are one of the main drivers of the school budget, and these costs do rise each year. During these past few years, inflation has reared its ugly head, with out-of-district placements raising tuition significantly to cover their costs and to maintain highly qualified faculty and staff. Our district will also face these challenges of higher costs while seeking to increase services to better meet our student's needs and mitigate the over-identification of special education students.

State and federal laws mandate the town to provide special education services to its residents from age three until age twenty-two. Eligibility determination for special education services is monitored through a rigorous evaluation process. During the school year 2021-2022, the district underwent a Self-assessment cycle as part of the Public School Monitoring (PSM) Tiered Focus Monitoring System (TFM). This year, the PSM team will be onsite during the week of April 3, 2023. As part of the compliance review, they will interview parents/caregivers, faculty, administrators, and staff. Additionally, many criteria will be examined to determine if our facilities meet equal opportunity and access obligations. The onsite visit will also monitor civil rights compliance.

The most notable changes over the past decade have been in program development. Our integrated preschool program continues to show high enrollment, requiring an increase in classrooms, faculty, and staffing to support our vulnerable students while also maintaining compliance with state and federal regulations in terms of student ratios. In the school

year 2023-2024, the integrated preschool program will move to a neighborhood school model, splitting the integrated preschool program between Dewing and Heath Brook.

Another program that has shown continued growth and change is the special education intensive reading program. The program meets the requirements of “Dyslexia Law.” The implementation of increased programming meets the specific requirements of An Act Relative to Students with Dyslexia, Chapter 272 of the Acts of 2018. Chapter 272 was enacted in October 2018 and took effect on January 17, 2019, amending Chapter 71 of the Massachusetts General Laws. Though we continue to make great strides in addressing the complex needs of students with specific learning disabilities, e.g., reading, writing, mathematics, etc., we recognize that tiered interventions and frequent screenings for dyslexia are proactive measures to address the literacy needs of all students.

Meeting the needs of all students requires oversight of programs. In order for the special education department to provide quality attention and support for the implementation of local curriculum and specialized programming, training of faculty and staff, coordination of services, and support of program facilitators working directly with our kids, we are asking for additional funding. The additional support faculty would provide technical assistance on specific topics, ensure frontline workers are trained in specific methodologies, be responsible for day-to-day tasks associated with programs and compliance, be responsible for monitoring the fidelity of programming, and communicate with administrators. The additional faculty support would assist administrators with accountability and help meet program goals, capture data collection on program performance and outcomes, and identify output measures such as the number of students served, hours of service delivery, etc., for alignment with expectations and staffing needs.

The ongoing support from our administrators, school committee members, stakeholders, and the Town of Tewksbury makes a difference in the educational lives of our children is greatly appreciated. Reflecting on the quality of the service delivery model in special education supports our faculty and staff, allowing them to focus on students' learning and social-emotional needs.

Summary - Brenda Theriault-Regan, Superintendent of Schools

Tewksbury is an amazing and proud town, one that my ancestors settled in a long time ago and my family still calls home. I know first hand that this community clearly values education and is dedicated to the successes of all our students. I am excited to work in partnership with our teachers and specialists, support staff and administrators in the journey to provide the best possible educational opportunities for all students in helping them reach their highest potential.

Working closely with the Tewksbury School Committee we strive to provide a robust curriculum including early college opportunities (such as advanced placement, dual enrollment and student internships), state of the art technology, social emotional learning supports for all students, many athletic options and a wide-range of clubs to meet everyone's interest level. We are fortunate to have a high performing instructional staff that participate in regular professional development opportunities for professional improvement and growth; demonstrating to students that learning is a life-long process. We prioritize a strong collaborative approach between all staff members, resulting in a constant analysis of how we can all work together more effectively on behalf of our students.

I am thankful for our staff members, students, parents and guardians, town officials and community members who have assisted me in transitioning to this new position. We can often be pulled in many directions in education; yet it is a community like Tewksbury that grounds us in our beliefs that the most important thing we can do in life is to inspire others to succeed.

I am honored and proud to be the Superintendent of your community.

Brenda Theriault-Regan, Superintendent
Tewksbury Public Schools

Class of 2022 Community Scholarship Awards

We are pleased to acknowledge the businesses, the individuals, the community organizations, the school organizations, and the sports organizations, which participated in Tewksbury's 2022 Community Scholarship Program. The commitment of the donors listed below to the students of the Tewksbury Public Schools contributes to the attainment of the personal and educational goals of the scholarship recipients. The generosity of the donors provides an investment in the future of Tewksbury. Thank you to each of the Scholarship Award Donors and Congratulations to the Scholarship Recipients. We are pleased to announce that over \$162,635.00 was awarded.

Scholarship Name	Recipient Name(s)	Amounts
Willie Byers Memorial Scholarship	Ava Piccolo, Sharon Mallach	\$4,000
Warren Carey Memorial Scholarship	Maisan Nguyen, Alexis Waterworth	\$2,000
Shane Marshall Contaloni Memorial Scholarship	Alexa Bradley, Olivia Capelo, Bianca DeSisto, Jessica Driscoll, Daniel Fleming, Cole Kintis, Ryan Melo, Ava Piccolo, Katelyn Polimeno, Tricia Woodford	\$5,000
Kay (Aspell) Curran Scholarship	Jessica Driscoll, Cole Stone	\$1,000
Performing Arts Award	Isabella DeMatos	\$1,000
Louis J. Connolly Memorial Scholarship	Maeve Cahill, Alek Cranston	\$2,000
Elks National Most Valuable Student	Erica Hinkle, Taylor Leon, Jack Stadtman	\$2,400
The George 'Timmy' Ernest Memorial Scholarship	Andrew Della Piana, Jessica Driscoll, John Ragucci	\$3,000
The Daniel S. Gillette, Jr. Memorial Scholarship	Molly Cremin	\$1,000
Jim Hardy Classic Memorial Scholarship	Madison Stovesand	\$500
Holt & Bugbee Foundation Scholarship	Alek Cranston, Juliana Ricci, Angelina Georgacopoulos, Obadah Shikh Khamis	\$10,000
Lowell Five Bank Academic Scholarship	Natalie Nguyen	\$1,000
Lawrence L. Day Memorial Scholarship	Hannah Kocsmiersky	\$1,000
Jerry Murphy Memorial Scholarship	Maeve Cahill, Molly Cremin	\$1,000
The Kevin J. O'Brien Memorial Scholarship	Raia Price, Alek Cranston	\$2,000
The Linda Peters Memorial Scholarship	Aaron Connelly, Colleen Crail, Kileigh Crail, Bianca DeSisto, Erin Payne, Kasey Saunders, Cole Stone	\$8,400
Bob Aylward Scholarship	Cole Kintis	\$3,000
Ed Dick Scholarship	Dan Fleming	\$2,000
Phil French Scholarship	Aaron Connelly	\$2,000
Memorial Scholarship	Nick Wilson	\$1,000
Memorial Scholarship	Logan Auth	\$1,000
James E. Brooks Memorial Scholarship	Davenche Sydney	\$1,000
Anthony J. Romano Memorial Scholarship	Katie Polimeno	\$1,500
Schlott Tire Academic Scholarship	Sarra Barkallah	\$500
Sons of Italy Tewksbury Lodge #2872 Scholarship	Ava Piccolo	\$500
Ronald Tarentino, Jr. Memorial Scholarship	Lily Gigante, Kasey Saunders	\$2,000

Tewksbury Country Club (TCC)	Noelia Cura, Justin Hillis	\$1,000
Tewksbury Education Foundation Scholarship	Eric Impink, Michelle Kusmaul	\$1,000
Tewksbury Golden Age Club, Inc. Scholarship	Eric Impink	\$500
Tewksbury Lions Club Scholarship	Madeline Anderson, Bianca DeSisto, Kylie Lamoureux, Alexis Waterworth	\$2,000
Major Scholarship	Mollie Steinhoff	\$750
Loyalty Scholarship	Sarah Chawkate, Lily Gigante, Anisha Lacerda, Liam McDermott, Vanessa Waugh	\$1,550
Tewksbury Rotary Club Scholarship	Eowyn Bailey, Ashley Bielecki, Courtney Curtin, Jack Stadtman, Kendall Von Kahle, Alexis Waterworth	\$9,000
Tewksbury Teachers Association Scholarship	Molly Cremin, Jessica Driscoll, Madison Forgione, Mollie Steinhoff	\$2,000
TMHS PAC Scholarship	Jason Cooke, Jamie DaSilva, Joshua Engelken, Nicolette Evangelista, Erica Hinkle, Brady Lane, Krysta McCallion, Jacqueline Vitiello, Brandon Wood, Abigail Yaing	\$5,000
Wamesit Lanes Charitable Foundation Scholarship	Lily Gigante	\$1,000
Wilmington/Tewksbury Chamber of Commerce Scholarship	Bianca DeSisto, Kylie Lamoureux, Ava Piccolo, Christina Wentworth	\$1,000
John W. Wynn PAC Scholarship	Grace Curr-Flynn, Michelle Kusmaul	\$1,000
Tewksbury Redmen Baseball Boosters Scholarship	Logan Auth, Aiden Crogan, Andrew Della Piana, David Miller	\$1,000
TMHS Varsity Cheerleading Boosters Scholarship	Olivia Capelo, Ava Gilligan, Jillian Mantel, Isabella Schille, Annemarie Sullivan, Tricia Woodford	\$4,650
Tewksbury Redmen Boys Basketball Booster Scholarship	Thomas Crawford, Christian Marsden, David Miller	\$1,500
Tewksbury Redmen Girls' Basketball Boosters Scholarship	Addison Grant 125, Rachel Picher 500, Katelyn Polimeno 500, Madison Stovesand 500, Christina Wentworth 500	\$2,125
Tewksbury Redmen Field Hockey Boosters Scholarship	Courtney Capachietti, Lauren Connors, Courtney Curtain, Ashley Demers, Mia Gaglione, Brianna Gagnon, Paige Harrington, Elizabeth Kenneally, Aliana Kennen, Michelle Kusmaul, Nina Moulton, Ava Piccolo, Nicole Potito, Jacqueline Vitiello	\$4,050
Tewksbury Redmen Dance Team Boosters Scholarship	Paige Harrington, Ava Gilligan, Lauren Connors, Mia Gaglione, Elizabeth Kenneally, Jacqueline Vitiello, Emily Mitchell, Paige Krzesinski, Jessica Walker	\$3,400
Tewksbury Redmen Boys Hockey Boosters Scholarships	Aaron Connelly, Caden Connors, Jason Cooke, Andrew Della Piana, Billy Doherty, Sean Lane, Cody Mercuri, John Ragucci, Justin Rooney, Cole Stone	\$4,000
Red Rangers Girls Hockey Boosters Scholarship	Jessica Driscoll, Michelle Kusmaul	\$500
Tewksbury Redmen Lacrosse Boosters Scholarship	Maeve Cahill, Ashley Demers, Jessica Driscoll, Daniel Fleming, Aidan Hartman, Katelyn Polimeno	\$2,300

Deb Billings Memorial Scholarship	Travis Cohen, Dylan Crowley, Eric Impink, Ryan Melo, Justin Rooney, Patrick Teixeira, Daniela Almeida, Jordan Sheehan, Raia Price, Christina Wentworth, Katelyn Polimeno, Ashley Bielecki, Kassidy MacDonald, Noelia Cura, Ashlyn Nawn, Sarra Barkallah, Natalia Nickerson, Rachel Picher	\$4,960
Tewksbury Redmen Softball Boosters Scholarship	Gianna Pendola, Madison Stovesand	\$400
Friends of Tewksbury Tennis Scholarship	Brady Litton, Win Bo, Natalie Nguyen, Abigail Yaing, Alek Cranston, Fiona Ho, Ada Nicodemus, Juliana Ricci	\$1,700
Tewksbury Redmen Volleyball Boosters Scholarship	Kaitlin Cueva, Madison Cueva, Isabel DeSisto, Grace Dockery	\$2,100
TMHS Theatre Company Scholarship	Isabella DeMatos, Lily Gigante, Anisha Lacerda, Sharon Mallach, Liam McDermott, Mollie Steinhoff, Vanessa Waugh	\$3,050
Dennis McGadden Memorial Track & Cross Country Awards	Alek Cranston, Molly Cremin, Noelia Cura, Madison Forgione, Maisan Nguyen, Ava Piccolo	\$3,000
Tewksbury Youth Baseball Scholarship	Nick Wilson	\$500
Edward Sullivan Memorial Scholarship	Andrew Della Piana	\$1,000
Tewksbury Boys' Basketball Scholarship	Ryan Melo	\$500
TBBL Board of Directors Scholarship	David Miller	\$750
James Mendonca Memorial Scholarship	Thomas Crawford	\$1,250
Ed Sullivan Memorial Scholarship	Christian Marsden	\$1,250
Tewksbury Youth Football Merit Award	Olivia Capelo, Bianca DeSisto, Cole Kimtis, Kasey Saunders	\$1,750
Memorial Award	AnneMarie Sullivan	\$1,250
Frank Ferrelli Award	Dan Fleming	\$750
Billy Bird Memorial Award	Aaron Connelly	\$750
Tewksbury Girls' Basketball League Scholarship	Erica Hinkle, Kassidy MacDonald, Maisan Nguyen, Ava Piccolo, Katie Polimeno, Rachel Picher, Madison Stovesand, Christina Wentworth	\$4,000
TYSA - Hymie Doherty Scholarship	Andrew Della Piana	\$750
TYSA - Alfred Carpenito Memorial Scholarship	Michelle Kusmaul, Jason Cooke, John Ragucci, Cole Stone	\$3,000
Tewksbury Youth Soccer Merit Scholarships	Daniela Almeida, Ashley Bielecki, Maci Chapman, Travis Cohen, Noelia Cura, Isabella DeMatos, Isabel DeSisto, Ryan Melo, Ava Piccolo, Nicholas Polimeno, Raia Price	\$3,500
Tewksbury Youth Soccer Lia DiFronzo Memorial Scholarship	Christina Wentworth	\$500
Tewksbury Youth Soccer Megan McCarthy Memorial Scholarship	Rachel Picher	\$500
Tewksbury Youth Soccer James Miceli Honorary	Kassidy MacDonald	\$500
Tewksbury Youth Soccer Ed Flanagan Honorary Scholarship	Eric Impink	\$500
Tewksbury Youth Soccer Richard Slattery Memorial Scholarship	Madeline Anderson	\$500

Tewksbury Girls' Softball League Scholarship	Allison Costello, Kaitlyn Cueva, Madison Cueva, Haley Pote, Madison Stovesand, Kendall Von Kahle	\$7,300
Merrimack Valley Assoc of Critical Care Nurses	Raia Price	\$1,000
James Hamilton Sportsmanship Scholarship	Thomas Crawford. Kassidy MacDonald	\$1,000
Brianna M. McCarthy Memorial Scholarship	Jessica Driscoll, Michelle Kusmaul	\$2,000
TMHS Class of 1970 Scholarship	Willow Trodden	\$1,000
Meghan M. McCarthy Memorial Scholarship	Brianna Gagnon	\$1,000
Lawrence Vietnam Memorial Scholarship	Daniel Fleming	\$500
John & Midge Lucci Memorial Scholarship	Mollie Steinhoff	\$1,000
	TOTAL	\$162,635

TPS ENROLLMENT

2022 OCTOBER COUNT ENROLLMENT																	
SCHOOL	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	PG		TOTALS
NORTH ST					148	135											283
TRAHAN					119	97											216
DEWING	102	155	141	157													555
HEATH BROOK	43	139	94	99													375
RYAN							238	272									510
WYNN MIDDLE									242	254							496
TMHS											179	180	196	193	4		752
PreSchool @ HS	14																14
TOTALS	159	294	235	256	267	232	238	272	242	254	179	180	196	193	4		3201
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	PG		

PUBLIC SCHOOL EMPLOYEE SALARIES

NAME	BASE	OTHER	TOTAL
ACKERLEY, NANCY	\$ 8,345.66	\$ 400.00	\$ 8,745.66
ACKERT REANEY, ANGELA	\$ 81,972.67	\$ 11,583.52	\$ 93,556.19
ADAMS, ALYSSA	\$ 1,667.25	\$ -	\$ 1,667.25
AGARWAL, ISHA	\$ 12,671.75	\$ 3,489.93	\$ 16,161.68
AGUILAR, SUSANA	\$ 630.00	\$ -	\$ 630.00
ALLISON, COLLEEN	\$ 85,308.98	\$ 824.50	\$ 86,133.48
ALMEIDA, MARIO	\$ 5,920.00	\$ -	\$ 5,920.00
ALUKONIS, LINDA	\$ 28,749.12	\$ 1,231.48	\$ 29,980.60
AMATO, NICHOLAS	\$ 77,551.12	\$ 787.95	\$ 78,339.07
AMBROSE, JENIFER	\$ 11,911.72	\$ 600.00	\$ 12,511.72
AMOA, ANTHONY	\$ 975.00	\$ -	\$ 975.00
ANDERSON, JAMES	\$ 3,713.00	\$ -	\$ 3,713.00
ANDERSON, KATHLEEN	\$ 90,075.62	\$ 2,297.99	\$ 92,373.61
ANDERSON, SHAWN	\$ 1,584.44	\$ -	\$ 1,584.44
ANDERSON, WAYNE	\$ 5,722.10	\$ -	\$ 5,722.10
ANGELL, ANGELA	\$ 7,162.02	\$ 496.25	\$ 7,658.27
ARAYA, BIANCA	\$ 4,305.00	\$ -	\$ 4,305.00
ARBOGAST, SANFORD	\$ 81,594.20	\$ -	\$ 81,594.20
ARCHIBOLD, CHRISTA	\$ 87,282.39	\$ 681.20	\$ 87,963.59
ARMANO, MATTHEW	\$ 50,237.55	\$ -	\$ 50,237.55
ARMANO, SARAH	\$ 59,447.83	\$ 3,698.46	\$ 63,146.29
ARNOLD, JENNIFER	\$ 89,415.44	\$ 868.47	\$ 90,283.91
ARSENAULT, EMMA	\$ 1,365.00	\$ -	\$ 1,365.00
ARSENEAULT, MICHAEL	\$ 56,271.85	\$ 65,636.00	\$ 121,907.85
ASHE, VALERIE	\$ 7,385.80	\$ 5,363.50	\$ 12,749.30
AUGUSTIN, STEPHAN	\$ 1,365.00	\$ -	\$ 1,365.00
AUTH, RILEY	\$ 2,238.00	\$ -	\$ 2,238.00
AYLWARD, AMANDA	\$ 6,476.04	\$ 400.00	\$ 6,876.04
AYLWARD, BRIAN	\$ 90,402.53	\$ 25,654.68	\$ 116,057.21
AYLWARD, SHANE	\$ 170.00	\$ -	\$ 170.00
BABCOCK, ELIZABETH	\$ 552.09	\$ -	\$ 552.09
BABINEAU, LORI-ANN	\$ 11,929.83	\$ -	\$ 11,929.83
BACIGALUPO, WALTER	\$ 4,454.55	\$ -	\$ 4,454.55
BAILEY, LISA	\$ 84.22	\$ -	\$ 84.22
BAKER OBRIEN, KAREN	\$ 126,714.88	\$ 12,703.41	\$ 139,418.29
BANCROFT, KAREN	\$ 91,713.85	\$ 2,468.25	\$ 94,182.10
BARBATI, JENNIFER	\$ 86,788.80	\$ 1,073.58	\$ 87,862.38
BARBATO, MELISSA	\$ 82,623.97	\$ -	\$ 82,623.97
BARBOZA, RAQUEL	\$ 1,403.52	\$ -	\$ 1,403.52
BARNES, CHERYL	\$ 25,252.49	\$ 683.53	\$ 25,936.02

NAME	BASE	OTHER	TOTAL
BARROWS, JENNIFER	\$ 2,835.00	\$ -	\$ 2,835.00
BASILIERE, MARCO	\$ 91,220.26	\$ 204.00	\$ 91,424.26
BASTERI, CYNTHIA	\$ 76,037.00	\$ -	\$ 76,037.00
BAUDANZA, STACEY	\$ 2,220.00	\$ -	\$ 2,220.00
BAYNES, JULIA	\$ 64,573.21	\$ 5,458.97	\$ 70,032.18
BEA, PAUL	\$ 24,741.36	\$ -	\$ 24,741.36
BEATRICE, NICOLE	\$ 819.00	\$ -	\$ 819.00
BEAUCHESNE, BETHANY	\$ 86,934.81	\$ 6,081.83	\$ 93,016.64
BEJTlich, ALEXANDRA	\$ 24,532.65	\$ -	\$ 24,532.65
BELLINO, CYNTHIA	\$ 74,728.02	\$ 2,956.25	\$ 77,684.27
BELLISARIO, REBECCA	\$ 6,202.72	\$ -	\$ 6,202.72
BELLISTRI, ANDREW	\$ 4,913.15	\$ 77.64	\$ 4,990.79
BENEDETTI, SAMANTHA	\$ 14,212.29	\$ -	\$ 14,212.29
BENNER, ALANA	\$ 15,231.61	\$ 9,391.91	\$ 24,623.52
BENNETT, DEBORAH	\$ 28,849.11	\$ 7,755.32	\$ 36,604.43
BENNETT, ELAINE	\$ 29,849.43	\$ 1,463.54	\$ 31,312.97
BENSON, KYLE	\$ 76,451.79	\$ 29,408.00	\$ 105,859.79
BENVENUTO, KATHLEEN	\$ 13,207.74	\$ -	\$ 13,207.74
BERGLUND, CARINA	\$ 819.00	\$ -	\$ 819.00
BERNARD, BRENDAN	\$ 79,517.01	\$ 2,430.85	\$ 81,947.86
BERNARD, JON	\$ 81,434.99	\$ 6,000.00	\$ 87,434.99
BERUBE, AMANDA	\$ 10.96	\$ -	\$ 10.96
BETTENCOURT, MICHAEL	\$ 37,745.73	\$ 17,691.70	\$ 55,437.43
BEVILACQUA, CHELSEA	\$ 2,895.00	\$ -	\$ 2,895.00
BEVILACQUA, LISA	\$ 29,790.23	\$ 477.82	\$ 30,268.05
BIAGIONI-SMITH, KAYLA	\$ 1,750.00	\$ -	\$ 1,750.00
BICKFORD, SUSAN	\$ 7,639.02	\$ 2,304.99	\$ 9,944.01
BILODEAU, CATHLEEN	\$ 103,073.61	\$ 4,689.03	\$ 107,762.64
BILODEAU, JOSHUA	\$ 85,308.98	\$ 2,851.31	\$ 88,160.29
BISHOP, PAUL	\$ 50,137.14	\$ 17,623.74	\$ 67,760.88
BISSO, HEIDI	\$ 29,588.04	\$ -	\$ 29,588.04
BLACKWELL, SUZANNE	\$ 13,602.37	\$ 400.00	\$ 14,002.37
BLAND, ERIC	\$ 72,344.38	\$ -	\$ 72,344.38
BLISS, GAIL	\$ 60,103.50	\$ 24,591.55	\$ 84,695.05
BORGES, JOANNE	\$ 26,123.54	\$ 1,088.93	\$ 27,212.47
BOSWORTH, ALEXIS	\$ 124,461.49	\$ 4,533.70	\$ 128,995.19
BOSWORTH, RYAN	\$ 1,600.00	\$ -	\$ 1,600.00
BOTELHO, ASHLEY	\$ 16,922.96	\$ -	\$ 16,922.96
BOUDREAU, STEVEN	\$ 70,300.99	\$ 8,254.25	\$ 78,555.24
BOUDREAU, SUSAN	\$ 3,647.27	\$ -	\$ 3,647.27
BOUDREAU-HILL, DONNA	\$ 102,907.02	\$ 4,453.70	\$ 107,360.72

NAME	BASE	OTHER	TOTAL
BOURGEOIS, CHRISTINE	\$ 27,088.56	\$ 7,095.72	\$ 34,184.28
BOURGOIN, CONNER	\$ 77,768.91	\$ 4,085.55	\$ 81,854.46
BOWDEN, DONNA	\$ 93,027.84	\$ 101.26	\$ 93,129.10
BOWES, NICOLE	\$ 90.00	\$ -	\$ 90.00
BOYSON, JUDITH	\$ 7,639.02	\$ 4,348.00	\$ 11,987.02
BRACE, CHARLOTTE	\$ 26,244.78	\$ 980.00	\$ 27,224.78
BRADLEY, MARK	\$ 5,613.00	\$ -	\$ 5,613.00
BRADLEY, SHANNON	\$ 22,966.33	\$ 700.00	\$ 23,666.33
BRADLEY, TAMMIE	\$ 1,150.73	\$ -	\$ 1,150.73
BRADLEY, THOMAS	\$ 1,515.00	\$ -	\$ 1,515.00
BRANGIFORTE, CYNTHIA	\$ 26,274.64	\$ -	\$ 26,274.64
BRANSFIELD, SANDRA	\$ 21,509.13	\$ 4,170.06	\$ 25,679.19
BRENNAN, ANNE	\$ 30,790.82	\$ 600.00	\$ 31,390.82
BRENNAN, PAUL	\$ 46,459.43	\$ 13,556.44	\$ 60,015.87
BRENNER, PATRICIA	\$ 1,115.93	\$ -	\$ 1,115.93
BRESETTE, ANNA	\$ 2,295.00	\$ -	\$ 2,295.00
BRESNAHAN, DANIELLE	\$ 4,789.04	\$ -	\$ 4,789.04
BRETON, ALENA	\$ 74,091.38	\$ 1,925.15	\$ 76,016.53
BREWIN, DEBORAH	\$ 59,206.70	\$ 24,105.88	\$ 83,312.58
BRIDGFORD, GAYLE	\$ 83,472.19	\$ 231.07	\$ 83,703.26
BRIDLE, JESSICA	\$ 68,066.27	\$ 792.24	\$ 68,858.51
BRIGGS, ROBERT	\$ 2,211.50	\$ -	\$ 2,211.50
BRIGIDA, ROBERT	\$ 79,033.60	\$ 100.00	\$ 79,133.60
BRODERICK, LISA	\$ 61,272.35	\$ 347.00	\$ 61,619.35
BROOKS, HEIDI	\$ 22,388.49	\$ 858.58	\$ 23,247.07
BROOKS, NANCY	\$ 13,371.99	\$ -	\$ 13,371.99
BROWN, MADISON	\$ 2,657.66	\$ -	\$ 2,657.66
BRUFF, KIMBERLY	\$ 90,893.35	\$ 1,155.35	\$ 92,048.70
BRUNO, JAMIE	\$ 77,000.10	\$ 9,556.00	\$ 86,556.10
BRUNO, KELLY	\$ 24,627.08	\$ 650.00	\$ 25,277.08
BUCK, KATHRYN	\$ 59,137.02	\$ 6,053.46	\$ 65,190.48
BUDINGER, KATHERINE	\$ 28,844.64	\$ -	\$ 28,844.64
BUNYAN, BROOKE	\$ 1,743.95	\$ -	\$ 1,743.95
BURGESS, MORGAN	\$ 6,544.10	\$ -	\$ 6,544.10
BURGOYNE, BRIDGET	\$ 1,785.00	\$ -	\$ 1,785.00
BURKE, JOSEPH	\$ 51,978.56	\$ 6,553.50	\$ 58,532.06
BURTON, JESSICA	\$ 86,622.12	\$ 825.25	\$ 87,447.37
BUSHEN, NATALEE	\$ 22,879.17	\$ 2,248.13	\$ 25,127.30
BYRNES, JOHN	\$ 88,102.89	\$ 521.40	\$ 88,624.29
CAHILL, KRISTEN	\$ 72,344.38	\$ 866.50	\$ 73,210.88
CAHILL, MATTHEW	\$ 420.00	\$ -	\$ 420.00

NAME	BASE	OTHER	TOTAL
CALIENDO, KATHY	\$ 5,212.91	\$ -	\$ 5,212.91
CALIENDO, SUZANNE	\$ 46,031.98	\$ 386.44	\$ 46,418.42
CALLAHAN, CHLOE	\$ 94,831.88	\$ 13,518.31	\$ 108,350.19
CALLAHAN, MICHELLE	\$ 580.00	\$ -	\$ 580.00
CALLANAN, SCOTT	\$ 86,622.12	\$ 3,793.30	\$ 90,415.42
CAMERON, ALLISON	\$ 89,415.44	\$ 276.08	\$ 89,691.52
CAMIRE, RICHARD	\$ 89,415.44	\$ 1,906.00	\$ 91,321.44
CAMPBELL, COURTNEY	\$ 87,282.39	\$ -	\$ 87,282.39
CAMPBELL, MEGHAN	\$ 7,639.02	\$ 1,950.31	\$ 9,589.33
CAMPO, MARIA	\$ 61,553.27	\$ 5,001.21	\$ 66,554.48
CAMUSO, NATASHA	\$ 90,233.08	\$ 10,288.86	\$ 100,521.94
CANAVAN, ASHLEY	\$ 86,788.80	\$ 6,610.82	\$ 93,399.62
CAPACHIETTI, CHRISTINA	\$ 2,265.00	\$ -	\$ 2,265.00
CAPPIELLO, ALYSSA	\$ 22,397.39	\$ -	\$ 22,397.39
CAPPIELLO, NANCY	\$ 7,162.02	\$ 8,097.87	\$ 15,259.89
CAREW, LISA	\$ 2,320.00	\$ -	\$ 2,320.00
CARFAGNO, ERICA	\$ 18,860.29	\$ 616.20	\$ 19,476.49
CARLETON, BRIAN	\$ 82.50	\$ -	\$ 82.50
CARLETON, ISABELLE	\$ 2,370.00	\$ -	\$ 2,370.00
CARLETON, KATHRYN	\$ 94,831.88	\$ 15,101.05	\$ 109,932.93
CARLETON, PATRICK	\$ 3,118.75	\$ -	\$ 3,118.75
CARLINO, LOREN	\$ 97,130.08	\$ 4,305.62	\$ 101,435.70
CARNEIRO MONTEIRO, DIEGO	\$ 3,895.00	\$ -	\$ 3,895.00
CARON, ERIN	\$ 93,027.84	\$ 660.20	\$ 93,688.04
CARRIERE, EMILY	\$ 3,797.64	\$ -	\$ 3,797.64
CARRIERE, LORRAINE	\$ 7,762.30	\$ -	\$ 7,762.30
CARRILLO, MARY	\$ 53,045.06	\$ 2,599.21	\$ 55,644.27
CARTER, DANIEL	\$ 58,090.34	\$ 14,743.39	\$ 72,833.73
CARUSO, CHRISTINA	\$ 46,433.96	\$ 3,733.07	\$ 50,167.03
CARUSO, NINA	\$ 20,609.01	\$ -	\$ 20,609.01
CARVER, NORMAN	\$ 55,527.13	\$ -	\$ 55,527.13
CASEY, KATHLEEN	\$ 43,250.59	\$ 4,509.90	\$ 47,760.49
CASEY, RACHEL	\$ 56,579.98	\$ 4,499.29	\$ 61,079.27
CASHMAN, BETH	\$ 14,513.50	\$ 400.00	\$ 14,913.50
CASSIDY, AMY	\$ 30,202.29	\$ 69.02	\$ 30,271.31
CASSIDY, PATRICK	\$ 85,923.23	\$ 27.40	\$ 85,950.63
CASTRONOVA, ALICIA	\$ 487.50	\$ -	\$ 487.50
CATTOGGIO-NELSON, CARLY	\$ 24,029.39	\$ 600.00	\$ 24,629.39
CENANOVIC, FELICIA	\$ 125,225.23	\$ 3,500.00	\$ 128,725.23
CHAMBERS, VANESSA	\$ 32,097.11	\$ 5,105.32	\$ 37,202.43
CHAPPIE, BARBARA	\$ 4,448.09	\$ -	\$ 4,448.09

NAME	BASE	OTHER	TOTAL
CHASAN, LISA	\$ 48,500.01	\$ 8,090.50	\$ 56,590.51
CHELLA, SARA	\$ 87,282.39	\$ 2,297.99	\$ 89,580.38
CHMELA, EMILY	\$ 195.00	\$ -	\$ 195.00
CHRISTIE, KELLY	\$ 3,061.79	\$ -	\$ 3,061.79
CIAMPA, SARAH	\$ 735.00	\$ -	\$ 735.00
CINCOTTA, STEPHEN	\$ 24,812.19	\$ -	\$ 24,812.19
CIPOLLE, JENNIFER	\$ 23,989.35	\$ 1,503.25	\$ 25,492.60
CLARK, KATHRYN	\$ 85,308.98	\$ 5,446.65	\$ 90,755.63
CLARK, SUSAN	\$ 93,027.84	\$ -	\$ 93,027.84
CLASBY, BENJAMIN	\$ 56,426.07	\$ 4,180.11	\$ 60,606.18
CLEMENTE, EMILY	\$ 3,036.22	\$ -	\$ 3,036.22
COHEN, JAY	\$ 831.00	\$ -	\$ 831.00
COHEN, RACHEL	\$ 76,446.15	\$ 3,022.88	\$ 79,469.03
COLLEAMENO, AMANDA	\$ 1,481.25	\$ -	\$ 1,481.25
COLLETTE, ALYSSA	\$ 78.38	\$ -	\$ 78.38
CONLON, THOMAS	\$ 390.00	\$ -	\$ 390.00
CONNELL, AMY	\$ 83,008.06	\$ 6,163.73	\$ 89,171.79
CONNORS, STACEY	\$ 30,149.31	\$ 330.00	\$ 30,479.31
CONRAD, KATHLEEN	\$ 89,415.44	\$ 752.64	\$ 90,168.08
CONSTANTINO, KELLY	\$ 85,374.03	\$ 12,970.58	\$ 98,344.61
CONTALONIS, THOMAS	\$ 2,000.00	\$ -	\$ 2,000.00
CONWAY, STACY	\$ 27,539.32	\$ -	\$ 27,539.32
COOPER, LAUREN	\$ 77,768.91	\$ 5,254.70	\$ 83,023.61
CORDEIRO, VICTORIA	\$ 48,855.60	\$ -	\$ 48,855.60
COSTA, LISA	\$ 86,622.12	\$ 268.04	\$ 86,890.16
COSTELLO, AMANDA	\$ 10,114.23	\$ 600.00	\$ 10,714.23
COTE, CHRISTINE	\$ 30,957.09	\$ 1,600.00	\$ 32,557.09
COUGHLAN, ROSEMARY	\$ 57,687.90	\$ 11,284.53	\$ 68,972.43
COURNOYER, LISA	\$ 92,540.71	\$ 1,852.54	\$ 94,393.25
COVINO, JESSLYN	\$ 61,553.27	\$ 1,008.80	\$ 62,562.07
CRACCHIOLO, KELLY	\$ 92,040.66	\$ 1,624.15	\$ 93,664.81
CRAFT, LESLEY	\$ 255.00	\$ -	\$ 255.00
CREMIN, CHRISTINE	\$ 98,071.56	\$ 1,153.92	\$ 99,225.48
CREMIN, COLLEEN	\$ 1,154.25	\$ -	\$ 1,154.25
CREMIN, MOLLY	\$ 2,660.00	\$ -	\$ 2,660.00
CROTEAU, ADRIANA	\$ 7,609.77	\$ 240.00	\$ 7,849.77
CROWLEY, AMY	\$ 22,380.47	\$ 518.30	\$ 22,898.77
CROWLEY, HEATHER	\$ 28,304.44	\$ 700.72	\$ 29,005.16
CRUMB, CHERYL	\$ 89,214.32	\$ 2,493.20	\$ 91,707.52
CULHANE, ALICE	\$ 819.00	\$ -	\$ 819.00
CUNNINGHAM, KRISTEN	\$ 2,515.16	\$ -	\$ 2,515.16

NAME	BASE	OTHER	TOTAL
CUNNINGHAM, RYAN	\$ 41,897.01	\$ 2,282.78	\$ 44,179.79
CUNNINGHAM, STEFANI	\$ 1,290.00	\$ -	\$ 1,290.00
CUNNINGHAM-ALLARD, JENNIFER	\$ 30,759.60	\$ 105.00	\$ 30,864.60
CURA, NURIA	\$ 1,296.70	\$ -	\$ 1,296.70
CURLEY, ROSE	\$ 91,834.96	\$ 787.95	\$ 92,622.91
CURTIN, BARBARA	\$ 9,270.72	\$ -	\$ 9,270.72
CUSICK, FRANCIS	\$ 87,115.71	\$ 11,666.00	\$ 98,781.71
CUTELIS, MARIA	\$ 63,822.75	\$ 945.36	\$ 64,768.11
CUTRONA, TODD	\$ 26,316.63	\$ 835.38	\$ 27,152.01
DALEY, DANIEL	\$ 18,534.69	\$ 114.57	\$ 18,649.26
DALEY, ELIZABETH	\$ 88,102.89	\$ 1,861.31	\$ 89,964.20
DAMORE, DANIEL	\$ 51,726.77	\$ -	\$ 51,726.77
DANIEL, KENNAN	\$ 88,921.85	\$ 6,395.23	\$ 95,317.08
DATTILIO, MARCIA	\$ 12,613.47	\$ 300.00	\$ 12,913.47
DAVIS, MICHAEL	\$ 7,208.00	\$ -	\$ 7,208.00
DEARING, MAURA	\$ 93,521.43	\$ -	\$ 93,521.43
DECAROLIS, BRANDI	\$ 87,775.98	\$ 1,045.07	\$ 88,821.05
DECHELLIS, JILLIAN	\$ 2,235.08	\$ -	\$ 2,235.08
DECKER, PAUL	\$ 56,961.74	\$ 8,577.52	\$ 65,539.26
DEFLUMERI, BEVERLY	\$ 28,163.70	\$ 77.65	\$ 28,241.35
DEFRANCESCO, STEPHEN	\$ 37,403.76	\$ 18,473.39	\$ 55,877.15
DEGENNARO, NICOLE	\$ 19,305.00	\$ -	\$ 19,305.00
DELANEY, JENNIFER	\$ 2,697.99	\$ -	\$ 2,697.99
DELLA PIANA, ANDREW	\$ 1,070.00	\$ -	\$ 1,070.00
DELLORFANO, CATHERINE	\$ 23,884.40	\$ 994.89	\$ 24,879.29
DELOREY, JOCELYN	\$ 1,638.75	\$ -	\$ 1,638.75
DEMARTINIS, MICHAEL	\$ 52,158.26	\$ 477.05	\$ 52,635.31
DEMERS, MARC	\$ 95,154.82	\$ 9,081.41	\$ 104,236.23
DEMORAIS, PURNIMA	\$ 75,705.89	\$ 3,000.00	\$ 78,705.89
DEMOS, SHANNON	\$ 562.50	\$ -	\$ 562.50
DENNEY, KATHRYN	\$ 315.00	\$ -	\$ 315.00
DEPIERRO, DANIELLE	\$ 3,604.00	\$ -	\$ 3,604.00
DESISTO, KERRI	\$ 9,617.31	\$ -	\$ 9,617.31
DESJARDINS, BRYAN	\$ 87,609.30	\$ 1,559.30	\$ 89,168.60
DESROCHERS, LISA	\$ 90,402.53	\$ -	\$ 90,402.53
DEVEAU, KATHERINE	\$ 87,609.30	\$ 2,297.99	\$ 89,907.29
DEVINCENTIS, NICOLETTA	\$ 92,700.93	\$ 1,972.35	\$ 94,673.28
DEVITO, LYN	\$ 2,289.36	\$ -	\$ 2,289.36
DIBBLE, SUZANNE	\$ 51,586.29	\$ -	\$ 51,586.29
DICK, MICHELLE	\$ 105,541.54	\$ -	\$ 105,541.54
DIFELICE, ALLISON	\$ 30,304.78	\$ 514.17	\$ 30,818.95

NAME	BASE	OTHER	TOTAL
DIGIOVANNI, SHYANN	\$ 23,739.01	\$ -	\$ 23,739.01
DIPRIMA, JONATHAN	\$ 88,267.12	\$ 4,149.70	\$ 92,416.82
DIRK, MELISSA	\$ 8,839.74	\$ -	\$ 8,839.74
DIROCCO, BONNIE	\$ 3,740.00	\$ -	\$ 3,740.00
DIROCCO, LEO	\$ 3,705.00	\$ -	\$ 3,705.00
DJARRAYA, IMAN	\$ 22,894.50	\$ -	\$ 22,894.50
DOHERTY, DEREK	\$ 5,833.00	\$ -	\$ 5,833.00
DOHERTY, EDWARD	\$ 1,260.00	\$ -	\$ 1,260.00
DOHERTY, JENNIFER	\$ 1,403.68	\$ -	\$ 1,403.68
DOHERTY, LAURIE	\$ 30,921.59	\$ 425.00	\$ 31,346.59
DOHERTY, MARIA	\$ 42,756.06	\$ 12,070.80	\$ 54,826.86
DOHERTY, SUSAN	\$ 9,442.91	\$ -	\$ 9,442.91
DOHERTY, SYDNEY	\$ 45,281.18	\$ 2,890.41	\$ 48,171.59
DOHERTY-FRONDUTO, CHRISTINE	\$ 41,854.36	\$ 6,306.56	\$ 48,160.92
DONAHUE, LISA	\$ 30,396.01	\$ 1,550.00	\$ 31,946.01
DONALDSON, ERIC	\$ 62,917.97	\$ 2,491.16	\$ 65,409.13
DONOFRIO, DEBORAH	\$ 7,673.58	\$ 132.81	\$ 7,806.39
DOOLEY, CAROLYN	\$ 12,973.40	\$ -	\$ 12,973.40
DOOLEY, JAMES	\$ 29,857.46	\$ 5,759.82	\$ 35,617.28
DOOLEY, LAURA	\$ 5,820.00	\$ -	\$ 5,820.00
DOONAN, JANE	\$ 9,821.61	\$ 243.40	\$ 10,065.01
DOSTOOMIAN, JAMIE	\$ 4,615.00	\$ -	\$ 4,615.00
DOWNING, SARAH	\$ 356.25	\$ -	\$ 356.25
DOYLE, FREDERICK	\$ 140.00	\$ -	\$ 140.00
DRILLIO, JESTINE	\$ 7,230.24	\$ 7.50	\$ 7,237.74
DROUIN, ALEXANDRA	\$ 365.00	\$ -	\$ 365.00
DROUIN, ALYSSA	\$ 1,160.00	\$ -	\$ 1,160.00
DROUIN, RONALD	\$ 128,500.87	\$ 8,235.04	\$ 136,735.91
DRUM, SUSAN	\$ 86,622.12	\$ 2,860.60	\$ 89,482.72
DUBAY, JASON	\$ 51,631.78	\$ 60,816.35	\$ 112,448.13
DUGGAN, TAMMY	\$ 860.00	\$ -	\$ 860.00
DUNCAN, ANNE	\$ 3,100.00	\$ -	\$ 3,100.00
DUTT, AWARU DEEPTI	\$ 1,603.52	\$ -	\$ 1,603.52
DUVAL, DEBORAH	\$ 718.25	\$ -	\$ 718.25
EARLY, PAUL	\$ 87,609.30	\$ 3,821.19	\$ 91,430.49
EDGERTON, EAMON	\$ 89,415.44	\$ 264.08	\$ 89,679.52
EDWARDS, CORY	\$ 21,556.71	\$ -	\$ 21,556.71
EL HAKIM, SAMIRA	\$ 630.00	\$ -	\$ 630.00
ELLIOTT-MONTGOMERY, CYNTHIA	\$ 1,080.00	\$ -	\$ 1,080.00
ELLIS, MADISON	\$ 82,207.46	\$ 1,861.77	\$ 84,069.23
ELLIS, MEAGAN	\$ 6,349.50	\$ -	\$ 6,349.50

NAME	BASE	OTHER	TOTAL
ELWELL, JOANNE	\$ 31,217.74	\$ 750.00	\$ 31,967.74
ENGELKEN, MELISSA	\$ 88,428.26	\$ 5,848.53	\$ 94,276.79
ENOS, RYAN	\$ 20,609.01	\$ 198.06	\$ 20,807.07
ENOS, TERESA	\$ 80,269.53	\$ 2,643.85	\$ 82,913.38
ESCOTT, MEGAN	\$ 24,627.08	\$ -	\$ 24,627.08
ESKENAS, BETH	\$ 15,590.72	\$ -	\$ 15,590.72
ESPAILLAT, JENNIFER	\$ 85,308.98	\$ -	\$ 85,308.98
EVANGELISTA, JOANNA	\$ 25,252.49	\$ 11,987.47	\$ 37,239.96
FABIANO, JULIA	\$ 91,548.54	\$ 7,469.34	\$ 99,017.88
FABIANO, WILLIAM	\$ 88,594.94	\$ 2,328.10	\$ 90,923.04
FAHEY, MEREDITH	\$ 26,244.78	\$ 220.50	\$ 26,465.28
FALETRA, MARCELLA	\$ 23,202.59	\$ 1,500.00	\$ 24,702.59
FANNING, LEAH	\$ 2,480.00	\$ -	\$ 2,480.00
FARNHAM, JAYNE	\$ 3,878.48	\$ -	\$ 3,878.48
FEELEY, TIMOTHY	\$ 64,573.21	\$ 2,670.44	\$ 67,243.65
FEITOR, JOHN	\$ 23,538.54	\$ -	\$ 23,538.54
FELKER, MELANIE	\$ 68,414.07	\$ 3,987.00	\$ 72,401.07
FENNELLY, RYLEE	\$ 1,400.00	\$ -	\$ 1,400.00
FERRARA, SANDRA	\$ 89,909.03	\$ 2,272.88	\$ 92,181.91
FERRY, CAROL	\$ 2,816.80	\$ -	\$ 2,816.80
FIELD, PAULINE	\$ 37,008.79	\$ 120.00	\$ 37,128.79
FIGUCIA, RACHEL	\$ 21,989.11	\$ -	\$ 21,989.11
FILIBERTO, SARAH	\$ 87,115.71	\$ -	\$ 87,115.71
FINNEGAN, CAITLYN	\$ 4,290.00	\$ -	\$ 4,290.00
FINNEGAN, STACEY	\$ 25,252.49	\$ 7,242.97	\$ 32,495.46
FINNERAN, EDWARD	\$ 86,622.12	\$ 2,890.00	\$ 89,512.12
FIorentino, APRIL	\$ 14,441.26	\$ -	\$ 14,441.26
FISK, MARY	\$ 14,295.00	\$ -	\$ 14,295.00
FLAHERTY, HELEN	\$ 3,861.03	\$ -	\$ 3,861.03
FLAMMIA, SUZANNE	\$ 6,772.02	\$ -	\$ 6,772.02
FLOOD, NICOLE	\$ 81,466.19	\$ 1,071.44	\$ 82,537.63
FLYNN, CHRISTINE	\$ 4,377.25	\$ -	\$ 4,377.25
FORAN, ROBIN	\$ 27,519.74	\$ 10,666.07	\$ 38,185.81
FORTI, JUSTINE	\$ 15,973.18	\$ -	\$ 15,973.18
FORTI, MELANIE	\$ 13,381.49	\$ -	\$ 13,381.49
FORTUNATA, VICTORIA	\$ 1,922.50	\$ -	\$ 1,922.50
FORTUNATO, PETER	\$ 58,552.88	\$ 10,555.78	\$ 69,108.66
FOWLER, ANNE	\$ 17.00	\$ -	\$ 17.00
FOX, KELLY	\$ 27,088.56	\$ -	\$ 27,088.56
FRANCIS, CATHERINE	\$ 28,156.24	\$ 10,158.70	\$ 38,314.94
FRANKLIN, DANIEL	\$ 1,054.51	\$ -	\$ 1,054.51

NAME	BASE	OTHER	TOTAL
FRECHETTE, KIERA	\$ 1,653.00	\$ -	\$ 1,653.00
FREITAS, ROBERTA	\$ 2,668.87	\$ -	\$ 2,668.87
FREY, ERIN	\$ 70.00	\$ -	\$ 70.00
FROIO, CASSANDRA	\$ 4,423.00	\$ -	\$ 4,423.00
FROIO, CHERYL	\$ 30,329.32	\$ 547.48	\$ 30,876.80
FRONDUTO, MATTHEW	\$ 1,170.00	\$ -	\$ 1,170.00
FROST, ISABELLE	\$ 210.00	\$ -	\$ 210.00
FROST, KEITH	\$ 53,381.07	\$ 362.00	\$ 53,743.07
FUCCI, OLIVIA	\$ 18,186.87	\$ 2,063.00	\$ 20,249.87
FUREY, SHAYLEIGH	\$ 15,231.61	\$ 850.00	\$ 16,081.61
GAGNE, CATHERINE	\$ 98,539.74	\$ 3,462.14	\$ 102,001.88
GAGNON, CHRISTOPHER	\$ 95,662.58	\$ 5,349.23	\$ 101,011.81
GAGNON, KIM	\$ 4,132.04	\$ -	\$ 4,132.04
GALLELLA, ELIZABETH	\$ 1,065.00	\$ -	\$ 1,065.00
GALLELLA, ERIN	\$ 960.00	\$ -	\$ 960.00
GALLIGAN, PATRICK	\$ 88,102.89	\$ 990.30	\$ 89,093.19
GAMBY, KERRY	\$ 462.75	\$ -	\$ 462.75
GANNON, CECILE	\$ 7,438.43	\$ 100.00	\$ 7,538.43
GARABEDIAN, BRIDGET	\$ 2,700.00	\$ -	\$ 2,700.00
GARRITY, JESSICA	\$ 73,603.91	\$ -	\$ 73,603.91
GARVEY, JOANNE	\$ 86,622.12	\$ 1,450.13	\$ 88,072.25
GENDRON, LEONARD	\$ 17,482.01	\$ 2,399.53	\$ 19,881.54
GEORGOPOULOS, SANDRA	\$ 7,162.02	\$ 3,704.06	\$ 10,866.08
GERENZ, CATHERINE	\$ 86,788.80	\$ 1,987.38	\$ 88,776.18
GERMAIN, HOLLY	\$ 86,788.80	\$ 2,459.93	\$ 89,248.73
GERRISH, MARY	\$ 126,261.42	\$ 5,988.31	\$ 132,249.73
GERRY, AMANDA	\$ 1,496.00	\$ -	\$ 1,496.00
GERRY, ANN	\$ 52,158.26	\$ 312.00	\$ 52,470.26
GIAIMO, JULIA	\$ 8,005.00	\$ -	\$ 8,005.00
GIASULLO, DIANA	\$ 1,147.50	\$ -	\$ 1,147.50
GIBSON, KEVIN	\$ 8,500.00	\$ -	\$ 8,500.00
GILL, KRISTEN	\$ 1,400.00	\$ -	\$ 1,400.00
GILLESPIE, JENNIFER	\$ 87,609.30	\$ 14,968.85	\$ 102,578.15
GILLESPIE, MICHAEL	\$ 87,115.71	\$ 27.40	\$ 87,143.11
GILLOTTE, SARAH	\$ 93,027.84	\$ 70.00	\$ 93,097.84
GINSBURG, MOLLY	\$ 1,951.74	\$ -	\$ 1,951.74
GLASS, DEBRA	\$ 78,540.10	\$ 3,469.87	\$ 82,009.97
GLIDDEN, BRIAN	\$ 52,950.77	\$ 735.11	\$ 53,685.88
GODIN, JESSE	\$ 800.00	\$ -	\$ 800.00
GODIN-SMALL, HEATHER	\$ 27,235.65	\$ 1,496.50	\$ 28,732.15
GONSALVES, DONNA	\$ 2,200.00	\$ -	\$ 2,200.00

NAME	BASE	OTHER	TOTAL
GONZALES, HAILIE	\$ 1,268.26	\$ -	\$ 1,268.26
GORDON, JANET	\$ 91,220.26	\$ 1,676.00	\$ 92,896.26
GOSSE, SHANNON	\$ 1,560.00	\$ -	\$ 1,560.00
GOSSE, WILLIAM	\$ 3,658.00	\$ -	\$ 3,658.00
GOUTHRO, BRIAN	\$ 87,775.98	\$ 10,895.43	\$ 98,671.41
GRAASKAMP, DOROTHY	\$ 102,907.02	\$ 1,491.20	\$ 104,398.22
GRACE, HEATHER	\$ 87,609.30	\$ 3,069.54	\$ 90,678.84
GRAFFEO, COURTNEY	\$ 61,553.27	\$ 8,478.26	\$ 70,031.53
GRAFFEO, DEAN	\$ 2,271.50	\$ -	\$ 2,271.50
GRAFFEO, DEREK	\$ 1,470.00	\$ -	\$ 1,470.00
GRAFFEO, STEPHANIE	\$ 210.00	\$ -	\$ 210.00
GRAZIANO, ANDREA	\$ 9,637.07	\$ 451.88	\$ 10,088.95
GREENWOOD, DIANA	\$ 29,752.51	\$ 150.61	\$ 29,903.12
GRIFFIN, CARA	\$ 86,622.12	\$ 132.04	\$ 86,754.16
GRIFFIN, JENNIFER	\$ 35,808.51	\$ 865.20	\$ 36,673.71
GROUX, MARY	\$ 87,138.21	\$ 3,017.00	\$ 90,155.21
GUGLIUZZA, STACEY	\$ 2,844.35	\$ -	\$ 2,844.35
GUIDA, MARIE	\$ 28,156.85	\$ 1,580.03	\$ 29,736.88
GUSTUS, GERALD	\$ 1,575.00	\$ -	\$ 1,575.00
GUTTADAURO, DEBORAH	\$ 9,208.26	\$ 1,086.20	\$ 10,294.46
GUY, JENIFER	\$ 203.34	\$ -	\$ 203.34
HAGGERTY, JASON	\$ 13,938.88	\$ 769.57	\$ 14,708.45
HALE, SARAH	\$ 22,737.69	\$ -	\$ 22,737.69
HALL, SAMANTHA	\$ 75,478.13	\$ 850.38	\$ 76,328.51
HALLORAN, GAIL	\$ 535.00	\$ -	\$ 535.00
HAMILTON, GAIL	\$ 24,437.00	\$ -	\$ 24,437.00
HAMLIN, MARK	\$ 60,515.08	\$ 38,468.06	\$ 98,983.14
HANCOCK, MICHAEL	\$ 86,622.12	\$ 74.60	\$ 86,696.72
HANCOCK-MCGRATH, SARAH	\$ 885.00	\$ -	\$ 885.00
HANLEY, DIANA	\$ 14,383.28	\$ 275.00	\$ 14,658.28
HARDING, JAY	\$ 118,589.64	\$ 3,114.88	\$ 121,704.52
HARNE, DAVID	\$ 88,594.94	\$ -	\$ 88,594.94
HARRIS, TAMIE	\$ 23,376.25	\$ 3,109.25	\$ 26,485.50
HART, WILLIAM	\$ 120,877.80	\$ -	\$ 120,877.80
HARVEY, KRISTINE	\$ 1,690.00	\$ -	\$ 1,690.00
HASLAM, JACQUELINE	\$ 1,750.00	\$ -	\$ 1,750.00
HASTINGS, EMILY	\$ 25,714.65	\$ -	\$ 25,714.65
HAYES, ALISON	\$ 95,649.31	\$ -	\$ 95,649.31
HAYWARD, MACKENZIE	\$ 25,089.01	\$ -	\$ 25,089.01
HEALEY, JOANN	\$ 25,885.98	\$ -	\$ 25,885.98
HEALEY, SHARON	\$ 23,435.45	\$ 603.96	\$ 24,039.41

NAME	BASE	OTHER	TOTAL
HEARTQUIST, TAMMIE	\$ 92,040.66	\$ 4,574.83	\$ 96,615.49
HENRY, KATHLEEN	\$ 90,233.08	\$ -	\$ 90,233.08
HICKEY, BRIAN	\$ 5,143.00	\$ -	\$ 5,143.00
HIGGINS, JODI	\$ 89,909.03	\$ 617.50	\$ 90,526.53
HILLSON, KIMBERLY	\$ 92,328.55	\$ 165.05	\$ 92,493.60
HIMMEL, CATHERINE	\$ 60,397.81	\$ 1,648.96	\$ 62,046.77
HINES, MARIE	\$ 61,553.27	\$ 3,534.07	\$ 65,087.34
HIRTLE, MARYELLEN	\$ 88,102.89	\$ 3,284.65	\$ 91,387.54
HODGSON, KAREN	\$ 94,527.47	\$ 15,397.75	\$ 109,925.22
HODGSON, MITCHELL	\$ 1,785.00	\$ -	\$ 1,785.00
HOGAN, SUSAN	\$ 93,027.84	\$ 5,652.10	\$ 98,679.94
HOLBROOK, LINDSAY	\$ 634.14	\$ -	\$ 634.14
HONAN, CANDICE	\$ 300.00	\$ -	\$ 300.00
HOOPER, ANDREA	\$ 480.00	\$ -	\$ 480.00
HOWE, SUSAN	\$ 89,909.03	\$ 11,189.98	\$ 101,099.01
HOYT-PAULDING, TYLER	\$ 3,659.00	\$ -	\$ 3,659.00
HUNNELL, LEONARD	\$ 1,540.00	\$ -	\$ 1,540.00
HYLAND, LORI	\$ 103,400.52	\$ 1,848.57	\$ 105,249.09
HYNES, KIM	\$ 90,075.62	\$ 7,487.12	\$ 97,562.74
HYNES, SCOTT	\$ 5,443.65	\$ 603.93	\$ 6,047.58
IANDOLI, AMY	\$ 10,078.75	\$ -	\$ 10,078.75
IANNACCI, DOMINIC	\$ 3,225.00	\$ -	\$ 3,225.00
IANNACCI, LYNN	\$ 15,058.62	\$ 21,933.66	\$ 36,992.28
IANNUZZI, JENNIFER	\$ 7,687.63	\$ 300.00	\$ 7,987.63
IMPERILLO, KRISTIN	\$ 47,289.14	\$ 770.00	\$ 48,059.14
IMPINK, PAIGE	\$ 525.00	\$ -	\$ 525.00
IMPINK, ROSALYN	\$ 945.00	\$ -	\$ 945.00
IRWIN, MOLLY	\$ 26,479.98	\$ 136.00	\$ 26,615.98
JEFFERS, EMILY	\$ 40,744.31	\$ 498.50	\$ 41,242.81
JENNINGS, MARIANA	\$ 1,043.25	\$ -	\$ 1,043.25
JENNINGS, MICHELLE	\$ 41,973.55	\$ 82.17	\$ 42,055.72
JO, NICOLE	\$ 615.00	\$ -	\$ 615.00
JOHNSON, ADAM	\$ 2,448.00	\$ -	\$ 2,448.00
JOHNSON, ANDREE	\$ 102,907.02	\$ -	\$ 102,907.02
JOHNSON, ERIN	\$ 23,147.24	\$ -	\$ 23,147.24
JOHNSON, GAIL	\$ 67,571.69	\$ 10,982.10	\$ 78,553.79
JOHNSON, MONICA	\$ 24,627.08	\$ 1,952.03	\$ 26,579.11
JOHNSON, SHAUN	\$ 650.00	\$ -	\$ 650.00
JOHNSTON, KIMBERLY	\$ 96,803.17	\$ 5,659.03	\$ 102,462.20
JORDAN, ANDREW	\$ 8,281.68	\$ 3,403.72	\$ 11,685.40
JOYCE, BARBARA	\$ 59,826.71	\$ -	\$ 59,826.71

NAME	BASE	OTHER	TOTAL
JOYCE, DANIELLE	\$ 1,470.00	\$ -	\$ 1,470.00
JOYCE, KELLY	\$ 27,368.40	\$ 6,316.99	\$ 33,685.39
KAPUST, MARY	\$ 17,938.57	\$ 5,261.39	\$ 23,199.96
KARLBERG, ROSEANN	\$ 6,956.22	\$ -	\$ 6,956.22
KASPRZAK, STEVEN	\$ 66,065.87	\$ 14,622.90	\$ 80,688.77
KASSNER, DANIEL	\$ 85,308.98	\$ 3,936.20	\$ 89,245.18
KAUR, DAVINDER	\$ 7,830.00	\$ -	\$ 7,830.00
KAZANJIAN, ALLYSON	\$ 6,934.48	\$ 857.75	\$ 7,792.23
KEARNS, JOANNE	\$ 46,936.10	\$ 44,075.05	\$ 91,011.15
KEARNS, PATRICIA	\$ 59,078.19	\$ 4,694.43	\$ 63,772.62
KEARNS, REBECCA	\$ 45.00	\$ -	\$ 45.00
KEEFE, CHRISTINA	\$ 5,920.00	\$ -	\$ 5,920.00
KEELEY, BONNIE	\$ 6,800.75	\$ -	\$ 6,800.75
KEENE, RICHARD	\$ 4,604.00	\$ -	\$ 4,604.00
KELLEHER, MARY	\$ 95,144.57	\$ 8,918.98	\$ 104,063.55
KELLY, JENNIFER	\$ 94,543.87	\$ 750.00	\$ 95,293.87
KELLY, LINDSEY	\$ 81,594.20	\$ 6,276.99	\$ 87,871.19
KENDRICK, MEREDITH	\$ 25,885.98	\$ -	\$ 25,885.98
KENNEY, ELEANOR	\$ 6,450.18	\$ -	\$ 6,450.18
KEOUGH, TYLER	\$ 310.00	\$ -	\$ 310.00
KHAN, KIMBERLY	\$ 92,040.66	\$ 1,089.69	\$ 93,130.35
KHOURIE, BROOKE	\$ 1,539.00	\$ -	\$ 1,539.00
KILLEEN, EMILY	\$ 34,564.50	\$ 627.94	\$ 35,192.44
KLING, JOYCE	\$ 27,906.19	\$ 7,020.65	\$ 34,926.84
KNOWLES, MEGHAN	\$ 1,651.25	\$ -	\$ 1,651.25
KNYFF, MAEVE	\$ 356.25	\$ -	\$ 356.25
KORSLUND, KATHY	\$ 80,711.95	\$ 1,853.55	\$ 82,565.50
KOSIBA, KRISTEN	\$ 95,043.93	\$ 823.92	\$ 95,867.85
KOURAFALOS, DAWN	\$ 4,807.32	\$ -	\$ 4,807.32
KRAMER, ELIZABETH	\$ 83,373.04	\$ 3,841.23	\$ 87,214.27
KRAUSS, ELAINE	\$ 800.00	\$ -	\$ 800.00
KRAYTENBERG, DEBRA	\$ 81,546.59	\$ 27,912.40	\$ 109,458.99
KRZESINSKI, PAIGE	\$ 2,030.00	\$ -	\$ 2,030.00
KURMANOVA, ANASTASIA	\$ 34,149.95	\$ -	\$ 34,149.95
LACKEYRAM-OWEN, SEAN	\$ 2,485.00	\$ -	\$ 2,485.00
LAMARCHE, PATRICK	\$ 55,069.72	\$ 15,444.27	\$ 70,513.99
LANE, JAIME	\$ 97,152.58	\$ 3,036.50	\$ 100,189.08
LANE, MELISSA	\$ 77,000.10	\$ 2,542.71	\$ 79,542.81
LANGLAIS, RENEE	\$ 91,096.27	\$ 824.50	\$ 91,920.77
LANOUE, KATHRYN	\$ 15,160.46	\$ 1,112.18	\$ 16,272.64
LAPERRIERE, LISA	\$ 23,156.86	\$ 1,986.58	\$ 25,143.44

NAME	BASE	OTHER	TOTAL
LAPIERRE, NICOLE	\$ 96,949.18	\$ 7,214.16	\$ 104,163.34
LAPLUME, JORDAN	\$ 315.00	\$ -	\$ 315.00
LARKIN, KATHLEEN	\$ 7,730.53	\$ 300.00	\$ 8,030.53
LAVINE, BRIANNA	\$ 77,768.91	\$ 1,636.29	\$ 79,405.20
LE, BRENDEN	\$ 87,854.23	\$ 1,943.33	\$ 89,797.56
LEALDINI-DUDLEY, MARIA	\$ 90,726.67	\$ 5,213.37	\$ 95,940.04
LEFEBVRE, ALAN	\$ 30,329.32	\$ 2,771.34	\$ 33,100.66
LEGGIERI, MACKENZIE	\$ 57,705.32	\$ 2,259.06	\$ 59,964.38
LEGVOLD, CHARITY	\$ 86,788.80	\$ 5,984.64	\$ 92,773.44
LEMKE, LAURA	\$ 88,428.26	\$ 3,528.34	\$ 91,956.60
LENNON, CAROL	\$ 7,777.49	\$ 550.59	\$ 8,328.08
LEON, ABBEY	\$ 39,996.56	\$ 2,114.05	\$ 42,110.61
LEONE, BROOKE	\$ 1,824.00	\$ -	\$ 1,824.00
LEONE, DYLAN	\$ 2,238.00	\$ -	\$ 2,238.00
LESLIE, RHIANNON	\$ 1,155.00	\$ -	\$ 1,155.00
LEVINS, SHELBY	\$ 3,037.50	\$ -	\$ 3,037.50
LIBBY, DAVID	\$ 134,759.57	\$ 14,570.80	\$ 149,330.37
LIGGIERO, JESSICA	\$ 630.00	\$ -	\$ 630.00
LIGGIERO, NICOLE	\$ 1,140.00	\$ -	\$ 1,140.00
LIGHTFIELD, GAVRIELLA	\$ 4,893.42	\$ -	\$ 4,893.42
LINDSEY, EILEEN	\$ 93,807.78	\$ 1,729.23	\$ 95,537.01
LINDSEY, JOHN	\$ 35,045.65	\$ 3,200.00	\$ 38,245.65
LINGAREDDY, SIVAMARUTHI	\$ 21,738.17	\$ 2,637.66	\$ 24,375.83
LISIECKI, EMILY	\$ 945.00	\$ -	\$ 945.00
LOMBARDI, TARA	\$ 1,732.50	\$ -	\$ 1,732.50
LONG, ANDREW	\$ 128,281.91	\$ 2,771.47	\$ 131,053.38
LOPEZ, DIANA	\$ 4,665.00	\$ -	\$ 4,665.00
LOPEZ, JENNIFER	\$ 393.16	\$ -	\$ 393.16
LOPEZ, WILMARIE	\$ 90.00	\$ -	\$ 90.00
LOZADA, JUAN	\$ 13,618.41	\$ 5,037.36	\$ 18,655.77
LUPPI, ALLISON	\$ 5,980.00	\$ -	\$ 5,980.00
LUTKEVICH, AMY	\$ 7,539.89	\$ -	\$ 7,539.89
LYNCH, JOAN	\$ 102,580.11	\$ 7,859.33	\$ 110,439.44
LYNCH, TARA	\$ 9,821.61	\$ 150.00	\$ 9,971.61
MACDONALD, MARY	\$ 4,604.00	\$ -	\$ 4,604.00
MACKEEN, JESSICA	\$ 28,765.90	\$ 834.82	\$ 29,600.72
MACKINNON, JILLIAN	\$ 630.00	\$ -	\$ 630.00
MACLEOD, ALLAN	\$ 28,844.64	\$ 241.57	\$ 29,086.21
MACMULLIN, ANDREA	\$ 91,220.26	\$ 5,973.50	\$ 97,193.76
MACMULLIN, MADELINE	\$ 1,680.00	\$ -	\$ 1,680.00
MADDEN, MARGUERITE	\$ 12,269.97	\$ 2,557.50	\$ 14,827.47

NAME	BASE	OTHER	TOTAL
MAGSARILI, KAITLIN	\$ 85,177.66	\$ -	\$ 85,177.66
MAGUE, PETER	\$ 6,782.81	\$ -	\$ 6,782.81
MAGUIRE, DANIEL	\$ 887.85	\$ -	\$ 887.85
MAHANNA, CHRISTOPHER	\$ 55,669.25	\$ 11,783.74	\$ 67,452.99
MAHONEY, BAILEY	\$ 80,809.27	\$ 330.10	\$ 81,139.37
MAHONEY, EILEEN	\$ 3,215.87	\$ -	\$ 3,215.87
MAHONEY, KELLY	\$ 77,768.91	\$ 3,205.05	\$ 80,973.96
MAIA, PATRICIA	\$ 37,176.44	\$ -	\$ 37,176.44
MALFA, PAULA	\$ 23,161.65	\$ 400.00	\$ 23,561.65
MALONE, CHRISTOPHER	\$ 40,445.76	\$ 19,890.72	\$ 60,336.48
MANETTA, GINA	\$ 41,129.97	\$ 235.44	\$ 41,365.41
MAO, ATHENNA	\$ 1,331.25	\$ -	\$ 1,331.25
MARCHAND, JON	\$ 89,618.38	\$ 57,775.44	\$ 147,393.82
MARCHELLETTA, ALYSSA	\$ 1,316.52	\$ -	\$ 1,316.52
MARCHESE, DEBORAH	\$ 548.60	\$ -	\$ 548.60
MARCLEY, ELLISA	\$ 1,760.00	\$ -	\$ 1,760.00
MARINO, AMANDA	\$ 6,398.42	\$ 300.00	\$ 6,698.42
MARQUEZ, ELIZABETH	\$ 10,673.17	\$ 400.00	\$ 11,073.17
MARQUIS, PAIGE	\$ 73,621.64	\$ 16,030.94	\$ 89,652.58
MARTEL, AMANDA	\$ 30,242.47	\$ -	\$ 30,242.47
MARTEL, GRETCHEN	\$ 96,839.69	\$ 1,484.70	\$ 98,324.39
MARTIN, DANIEL	\$ 77,107.16	\$ 80,132.01	\$ 157,239.17
MARTINEZ, TANIA	\$ 3,276.00	\$ -	\$ 3,276.00
MATAMOROS, CHRISTIAN	\$ 21,146.72	\$ -	\$ 21,146.72
MCANDREWS, PATRICK	\$ 90,727.21	\$ 11,326.74	\$ 102,053.95
MCCABE, ROBERT	\$ 8,015.35	\$ 9,895.00	\$ 17,910.35
MCCARRON, TIMOTHY	\$ 20,571.76	\$ -	\$ 20,571.76
MCCARTHY, AMANDA	\$ 77,768.91	\$ 5,681.97	\$ 83,450.88
MCCOY, BRETT	\$ 292.91	\$ -	\$ 292.91
MCDERMOTT, LORI	\$ 68,307.72	\$ 1,200.00	\$ 69,507.72
MCGINN, MARYBETH	\$ 93,521.43	\$ 3,263.37	\$ 96,784.80
MCGRATH, MICHELLE	\$ 91,713.85	\$ 138.04	\$ 91,851.89
MCGREGOR FAY, ANNE	\$ 80,902.54	\$ -	\$ 80,902.54
MCGUINNESS, ANDREW	\$ 202.56	\$ -	\$ 202.56
MCHENRY, TIFFANY	\$ 74,606.93	\$ 4,328.03	\$ 78,934.96
MCINNES, JUDI	\$ 127,571.10	\$ 4,500.00	\$ 132,071.10
MCINTYRE, DENISE	\$ 38,449.98	\$ -	\$ 38,449.98
MCINTYRE, ERIN	\$ 3,552.50	\$ -	\$ 3,552.50
MCINTYRE, LAUREN	\$ 6,630.00	\$ -	\$ 6,630.00
MCKENNA, JOEL	\$ 150.00	\$ -	\$ 150.00
MCNEIL, SUSAN	\$ 5,544.89	\$ -	\$ 5,544.89

NAME	BASE	OTHER	TOTAL
MCNEIL, TAYLOR	\$ 64,573.21	\$ 660.20	\$ 65,233.41
MCNEILL, SUSAN	\$ 406.74	\$ -	\$ 406.74
MCNULTY, BARBARA	\$ 210.00	\$ -	\$ 210.00
MEARS, MATTHEW	\$ 5,431.80	\$ -	\$ 5,431.80
MEEKER, ALEXANDRA	\$ 61,263.78	\$ 313.60	\$ 61,577.38
MELLO, MARGARET	\$ 5,270.00	\$ -	\$ 5,270.00
MELLONI, MARY JO	\$ 36,382.50	\$ -	\$ 36,382.50
MELLY, CHARLAINE	\$ 89,415.44	\$ 2,297.99	\$ 91,713.43
MELO, BRANDON	\$ 3,713.00	\$ -	\$ 3,713.00
MELO, SARA	\$ 4,837.20	\$ -	\$ 4,837.20
MEMMOLO, GAIL	\$ 184.00	\$ -	\$ 184.00
MENDEZ, AMAYRANIS	\$ 1,605.00	\$ -	\$ 1,605.00
MENDEZ, CRYSTALEE	\$ 3,752.00	\$ -	\$ 3,752.00
MERCIER, KELLY	\$ 54,480.74	\$ 1,476.43	\$ 55,957.17
MERCURIO, SAMANTHA	\$ 100.00	\$ -	\$ 100.00
MERLINO, ANDREA	\$ 1,687.50	\$ -	\$ 1,687.50
MERRILL, JENNIFER	\$ 76,522.83	\$ 3,918.75	\$ 80,441.58
MERRILL, KAILEIGH	\$ 9,177.82	\$ -	\$ 9,177.82
MEUSE, BRENDA	\$ 87,282.66	\$ 333.90	\$ 87,616.56
MEUSE, DONNA	\$ 5,633.01	\$ -	\$ 5,633.01
MEUSE, PATRICIA	\$ 13,537.50	\$ -	\$ 13,537.50
MEUSE, SUSAN	\$ 57,324.40	\$ 1,117.02	\$ 58,441.42
MEZIANE, JOANNE	\$ 87,282.39	\$ 37.30	\$ 87,319.69
MICAL, MICHAELA	\$ 2,645.00	\$ -	\$ 2,645.00
MICHALIDES, MONICA	\$ 5,923.35	\$ -	\$ 5,923.35
MICHEL, LISA	\$ 7,038.75	\$ -	\$ 7,038.75
MIDDLETON, JUDITH	\$ 89,909.03	\$ 21.00	\$ 89,930.03
MIGNAULT, JOEL	\$ 63,325.94	\$ 20,886.96	\$ 84,212.90
MIGNON, HALEY	\$ 3,284.50	\$ -	\$ 3,284.50
MILLER, KEVIN	\$ 74,036.70	\$ -	\$ 74,036.70
MILLER, SANDRA	\$ 67,733.55	\$ 2,722.19	\$ 70,455.74
MILLIGAN, JENNIFER	\$ 65,900.13	\$ 2,166.59	\$ 68,066.72
MIRANDA, SHANNON	\$ 91,220.26	\$ 21.00	\$ 91,241.26
MITCHELL, DAVID	\$ 3,150.00	\$ -	\$ 3,150.00
MODICA, CARRIE-ANNE	\$ 8,781.97	\$ -	\$ 8,781.97
MOFFAT, DAVID	\$ 88,503.43	\$ 14,737.26	\$ 103,240.69
MOLEA, TERESA	\$ 83,539.72	\$ 490.88	\$ 84,030.60
MOLLOY, PETER	\$ 87,609.30	\$ -	\$ 87,609.30
MONBLEAU, KIRK	\$ 86,622.12	\$ 5,887.20	\$ 92,509.32
MOORE, JENNIFER	\$ 6,824.87	\$ 300.00	\$ 7,124.87
MORELLO, MIKAYLA	\$ 33,293.27	\$ 3,623.56	\$ 36,916.83

NAME	BASE	OTHER	TOTAL
MORRILL, KATHLEEN	\$ 89,415.44	\$ 1,666.00	\$ 91,081.44
MORRILL, THOMAS	\$ 93,521.43	\$ 19,804.08	\$ 113,325.51
MORRIS, CHARLOTTE	\$ 1,866.75	\$ -	\$ 1,866.75
MORRIS, SCOTT	\$ 3,670.00	\$ -	\$ 3,670.00
MROZOWSKI, JENNIFER	\$ 103,400.52	\$ 6,764.94	\$ 110,165.46
MUGFORD, DEBRALEE	\$ 90,889.93	\$ -	\$ 90,889.93
MUIR, AMANDA	\$ 32,060.71	\$ 312.00	\$ 32,372.71
MUISE, KEVIN	\$ 89,415.44	\$ -	\$ 89,415.44
MULHOLLAND, STACEY	\$ 31,430.70	\$ 241.57	\$ 31,672.27
MULLOY, SHERI	\$ 88,102.89	\$ 972.27	\$ 89,075.16
MULNO, SUSAN	\$ 91,386.94	\$ 198.06	\$ 91,585.00
MULVANEY, STEPHANIE	\$ 14,700.00	\$ -	\$ 14,700.00
MUNN GRIFFIN, BETH	\$ 1,202.23	\$ -	\$ 1,202.23
MURPHY, ERIN	\$ 77,768.91	\$ 15,628.10	\$ 93,397.01
MURPHY, JACLYN	\$ 62,127.65	\$ 1,514.36	\$ 63,642.01
MURPHY, JENNIFER	\$ 25,127.64	\$ 69.02	\$ 25,196.66
MURPHY, KATELYN	\$ 83,362.81	\$ 1,616.74	\$ 84,979.55
MURRAY, KARA	\$ 88,102.89	\$ 2,937.66	\$ 91,040.55
NASHAWATY, JILLIAN	\$ 77,938.83	\$ 4,334.70	\$ 82,273.53
NASTARI, LAUREN	\$ 74,091.38	\$ 3,906.80	\$ 77,998.18
NASTASI, MARIELLEN	\$ 95,841.47	\$ 3,584.98	\$ 99,426.45
NAUGHTON, JULIE	\$ 22,390.51	\$ 1,837.78	\$ 24,228.29
NAUGLER, ABIGAIL	\$ 405.00	\$ -	\$ 405.00
NAVETTA, CAROL	\$ 62,781.47	\$ 7,942.56	\$ 70,724.03
NAYAK, SUVRANGANA	\$ 6,478.50	\$ -	\$ 6,478.50
NILES, ADRIANNA	\$ 930.00	\$ -	\$ 930.00
NILES, EMILY	\$ 87,114.68	\$ 2,434.49	\$ 89,549.17
NOBERINI, JAIME	\$ 87,609.30	\$ 3,235.54	\$ 90,844.84
NOEL, EMILY	\$ 74,538.42	\$ 349.30	\$ 74,887.72
NORTON, PAUL	\$ 5,321.00	\$ -	\$ 5,321.00
NOYES, LYNN	\$ 52,668.56	\$ -	\$ 52,668.56
OBRIEN, CHRISTIAN	\$ 61,706.05	\$ 65,794.39	\$ 127,500.44
OBRIEN, SHAUN	\$ 44,120.01	\$ 19,731.87	\$ 63,851.88
OBRIEN, TIFFANY	\$ 6,940.00	\$ -	\$ 6,940.00
ODONNELL, DOROTHY	\$ 14,657.27	\$ 400.00	\$ 15,057.27
ODONNELL, GAIL	\$ 600.00	\$ -	\$ 600.00
OHARE, NANCY	\$ 42,905.60	\$ 15,174.10	\$ 58,079.70
OKEEFE, STEPHEN	\$ 3,604.00	\$ -	\$ 3,604.00
OLEARY, SEAN	\$ 118,977.80	\$ 650.34	\$ 119,628.14
OLEVSKY, TIMOTHY	\$ 88,539.40	\$ 3,872.25	\$ 92,411.65
OLU, MERCY	\$ 2,723.56	\$ -	\$ 2,723.56

NAME	BASE	OTHER	TOTAL
OSBORNE, M EILEEN	\$ 125,603.12	\$ 9,752.69	\$ 135,355.81
OTERI, SARAH	\$ 5,833.00	\$ -	\$ 5,833.00
OTERO, COURTNEY	\$ 27,179.01	\$ -	\$ 27,179.01
OTIS, JAMES	\$ 87,282.39	\$ -	\$ 87,282.39
OTTAVIANO, KARRIE	\$ 2,242.50	\$ -	\$ 2,242.50
OWEN, MOLLY	\$ 610.00	\$ -	\$ 610.00
OWEN, SYDNEY	\$ 955.00	\$ -	\$ 955.00
PACHECO, BROOKE	\$ 70,408.82	\$ 15,645.06	\$ 86,053.88
PAGE, BRADY	\$ 22,737.69	\$ -	\$ 22,737.69
PAGE, MELANIE	\$ 860.00	\$ -	\$ 860.00
PAGE, RONALD	\$ 51,951.94	\$ 3,966.65	\$ 55,918.59
PAIGE, JILLIAN	\$ 7,208.00	\$ -	\$ 7,208.00
PALANGE, ALISSA	\$ 86,788.80	\$ 4,726.04	\$ 91,514.84
PALMISANO, ELAINA	\$ 1,625.00	\$ -	\$ 1,625.00
PAQUETTE, KAITLYN	\$ 57,552.93	\$ 2,877.73	\$ 60,430.66
PAQUETTE, NICOLE	\$ 1,660.00	\$ -	\$ 1,660.00
PARADIS, STACEY	\$ 86,788.80	\$ 1,245.38	\$ 88,034.18
PARISI, ELIZABETH	\$ 51,458.80	\$ -	\$ 51,458.80
PARKER, STEPHEN	\$ 5,004.00	\$ -	\$ 5,004.00
PARRAVANO, ELEANORA	\$ 24,669.01	\$ -	\$ 24,669.01
PARRELLA, NICHOLE	\$ 74,875.57	\$ 9,508.75	\$ 84,384.32
PARSONS, NICHOLAS	\$ 2,312.50	\$ -	\$ 2,312.50
PASCIUTO, FRANCESCA	\$ 52,815.28	\$ 989.29	\$ 53,804.57
PASQUAROSA, MILISSA	\$ 9,030.19	\$ 7,890.63	\$ 16,920.82
PATEL, KUJAN	\$ 2,037.75	\$ -	\$ 2,037.75
PATTERSON, BARRY	\$ 47,344.42	\$ 38,507.24	\$ 85,851.66
PATTERSON, ROLAND	\$ 61,449.24	\$ 74,523.08	\$ 135,972.32
PAUL, GEORGE	\$ 3,400.00	\$ -	\$ 3,400.00
PEACH, KELLY	\$ 25,424.13	\$ 1,903.24	\$ 27,327.37
PECCI, TATUM	\$ 9,852.57	\$ -	\$ 9,852.57
PELLAND, EMMA	\$ 356.25	\$ -	\$ 356.25
PELLEGRINO, CELESTE	\$ 62,382.89	\$ 9,879.36	\$ 72,262.25
PELLETIER, RICHARD	\$ 152,380.57	\$ 3,934.50	\$ 156,315.07
PELOQUIN, CYNTHIA	\$ 94,831.88	\$ 697.50	\$ 95,529.38
PENTA, JOANNE	\$ 566.51	\$ -	\$ 566.51
PENZA, FREDERICK	\$ 1,680.00	\$ -	\$ 1,680.00
PERELLI, LAURA	\$ 77,768.91	\$ -	\$ 77,768.91
PEREZ, GENESY	\$ 650.00	\$ -	\$ 650.00
PERRY, TYLER	\$ 46,316.31	\$ -	\$ 46,316.31
PESTANA, HENRY	\$ 1,772.50	\$ -	\$ 1,772.50
PESTANA, THERESA	\$ 169.00	\$ -	\$ 169.00

NAME	BASE	OTHER	TOTAL
PETERS, ASHLEY	\$ 41,708.82	\$ 5,184.12	\$ 46,892.94
PETERSON, ASHLEY	\$ 89,577.50	\$ 57.28	\$ 89,634.78
PETRIE, KRISTINA	\$ 3,162.00	\$ -	\$ 3,162.00
PETRONE, DANEEN	\$ 800.00	\$ -	\$ 800.00
PHINNEY, ROBERT	\$ 53,577.76	\$ 21,419.93	\$ 74,997.69
PICCOLO, AVA	\$ 2,440.00	\$ -	\$ 2,440.00
PIERCE, SHARON	\$ 14,079.99	\$ -	\$ 14,079.99
PIFALO, STEPHEN	\$ 92,817.73	\$ 491.44	\$ 93,309.17
PILLAI, GOWRISUVITHA	\$ 25,201.73	\$ 840.00	\$ 26,041.73
PILOTTE, MAURA	\$ 86,822.38	\$ 2,161.45	\$ 88,983.83
POGGIO, ROSE	\$ 62,917.97	\$ 5,793.26	\$ 68,711.23
POLIMENO, LAUREN	\$ 5,833.00	\$ -	\$ 5,833.00
POLIMENO, MICHAEL	\$ 200.00	\$ -	\$ 200.00
POLK-THULLA, MARY	\$ 8,035.79	\$ 100.00	\$ 8,135.79
PONTES, ANTHONY	\$ 5,833.00	\$ -	\$ 5,833.00
PONTES, SARAH	\$ 1,904.61	\$ -	\$ 1,904.61
PORELL, JOHN	\$ 262.50	\$ -	\$ 262.50
POTTURI, VENKATA	\$ 24,336.01	\$ 2,335.00	\$ 26,671.01
PRICE, JENNIFER	\$ 91,220.26	\$ 4,602.65	\$ 95,822.91
PRINGLE, JAMES	\$ 59,206.70	\$ 16,519.80	\$ 75,726.50
PRUNIER, JUSTIN	\$ 47,155.30	\$ 25,725.19	\$ 72,880.49
PUCCIO, ERICA	\$ 14,190.49	\$ -	\$ 14,190.49
PULEO, SHAYLEE	\$ 4,778.00	\$ -	\$ 4,778.00
PULLO, JOSEPHINE	\$ 2,794.97	\$ -	\$ 2,794.97
PUMA, DUSTINE	\$ 93,194.52	\$ 3,641.19	\$ 96,835.71
RAFFI, MICHELLE	\$ 61,553.27	\$ 692.10	\$ 62,245.37
RAFIQ, FAUZIA	\$ 28,156.85	\$ -	\$ 28,156.85
RAMASKA, CINDY	\$ 97,765.18	\$ 330.10	\$ 98,095.28
RANDALL, ERICA	\$ 30,022.15	\$ 1,350.00	\$ 31,372.15
RATTEY, CHRISTOPHER	\$ 2,500.00	\$ -	\$ 2,500.00
RAUSEO, MAURA	\$ 58,708.52	\$ 3,690.08	\$ 62,398.60
READING, ROBIN	\$ 483.51	\$ -	\$ 483.51
REARDON, AMANDA	\$ 84,491.78	\$ 473.13	\$ 84,964.91
REGAN, JULIE	\$ 29,540.87	\$ 6,540.00	\$ 36,080.87
REPOSA, JESSICA	\$ 17,092.93	\$ 200.00	\$ 17,292.93
REPPUCCI, DIANE	\$ 17,809.20	\$ -	\$ 17,809.20
REYES, JANET	\$ 88,102.89	\$ 3,226.04	\$ 91,328.93
RICCIARDI, NICOLE	\$ 35,970.97	\$ 312.00	\$ 36,282.97
RICHARD, CHRISTA	\$ 2,120.00	\$ -	\$ 2,120.00
RICHARD, LINDSAY	\$ 1,042.50	\$ -	\$ 1,042.50
RICHARD, LISA	\$ 84,366.67	\$ 1,380.10	\$ 85,746.77

NAME	BASE	OTHER	TOTAL
RIEGER, JUDE	\$ 90,233.08	\$ -	\$ 90,233.08
RING, KELSEY	\$ 77,768.91	\$ 6,552.59	\$ 84,321.50
RIORDAN, MOLLY	\$ 50,932.86	\$ 254.80	\$ 51,187.66
RIVERA, MEAGHAN	\$ 7,162.02	\$ 2,513.75	\$ 9,675.77
RIVERA, MICHELE	\$ 44,104.64	\$ -	\$ 44,104.64
ROBERTS, BRITTANY	\$ 92,534.25	\$ 2,297.99	\$ 94,832.24
ROBERTSON, MICHELLE	\$ 4,409.93	\$ -	\$ 4,409.93
ROBINSON, JILL	\$ 79,906.12	\$ 33,006.51	\$ 112,912.63
ROBINSON, MEGAN	\$ 92,534.25	\$ 1,226.00	\$ 93,760.25
ROCK, SHAWN	\$ 60,635.71	\$ 312.00	\$ 60,947.71
RODGERS, KRISTI	\$ 88,102.89	\$ 3,594.75	\$ 91,697.64
ROGERS, ROBERT	\$ 110,610.93	\$ 3,250.65	\$ 113,861.58
ROMANO, KRISTIN	\$ 90,029.87	\$ 886.98	\$ 90,916.85
ROONEY, CORINNE	\$ 59,511.18	\$ 21,778.64	\$ 81,289.82
ROSSI, KAREN	\$ 74,293.86	\$ 1,073.83	\$ 75,367.69
ROUFF, FRANCESCA	\$ 102,907.02	\$ 3,834.77	\$ 106,741.79
ROWE, KIMBERLEY	\$ 32,674.83	\$ 13,301.97	\$ 45,976.80
ROWE, VICTORIA	\$ 883.50	\$ -	\$ 883.50
ROY, CONSTANCE	\$ 20,471.78	\$ 2,633.32	\$ 23,105.10
RUDERMAN, DANIELLE	\$ 54,585.85	\$ 1,575.73	\$ 56,161.58
RUFO, JOHN	\$ 218.78	\$ -	\$ 218.78
RUIZ, ARIANNA	\$ 25,201.73	\$ 1,119.73	\$ 26,321.46
RUMSCHLAG, KRISTA	\$ 5,052.06	\$ -	\$ 5,052.06
RUSSO, CAITLIN	\$ 2,315.49	\$ -	\$ 2,315.49
RUSSO, KIMBERLY	\$ 94,831.88	\$ -	\$ 94,831.88
RUSSO, RICHARD	\$ 1,750.00	\$ -	\$ 1,750.00
RYAN, HYANA	\$ 1,540.00	\$ -	\$ 1,540.00
RYAN, JULIEANN	\$ 68,066.27	\$ 2,544.72	\$ 70,610.99
RYAN, MELANIE	\$ 86,622.12	\$ 697.50	\$ 87,319.62
RYAN, SHELLI-AN	\$ 89,415.44	\$ 27,887.72	\$ 117,303.16
RYDER, LAUREN	\$ 1,788.38	\$ -	\$ 1,788.38
RZEPKA, LAURIE	\$ 10,386.50	\$ 1,090.00	\$ 11,476.50
SABILLON, NORA	\$ 21,418.91	\$ 1,455.00	\$ 22,873.91
SACRAMONE-GREENE, DONNA	\$ 51,141.37	\$ 18,476.43	\$ 69,617.80
SADLER, SHEILA	\$ 93,027.84	\$ 627.94	\$ 93,655.78
SANTORO, JOSEPH	\$ 175.00	\$ -	\$ 175.00
SANTOS, CHRISTINE	\$ 840.00	\$ -	\$ 840.00
SARCIONE, KRISTI	\$ 89,909.03	\$ 649.73	\$ 90,558.76
SAUNDERS, DIANA	\$ 3,055.00	\$ -	\$ 3,055.00
SAUNDERS, PAUL	\$ 4,335.00	\$ -	\$ 4,335.00
SAUNDERS, WILLIAM	\$ 73,359.02	\$ 9,483.46	\$ 82,842.48

NAME	BASE	OTHER	TOTAL
SAVARKAR, ASMITA	\$ 315.00	\$ -	\$ 315.00
SCARPA, JADE	\$ 83,373.04	\$ 1,559.30	\$ 84,932.34
SCHAEFER, VICTORIA	\$ 72,344.38	\$ 2,156.20	\$ 74,500.58
SCHILLE, ISABELLA	\$ 2,420.00	\$ -	\$ 2,420.00
SCHILLE, VICTORIA	\$ 725.00	\$ -	\$ 725.00
SCHUTTE, KAYLA	\$ 54,585.85	\$ 173.30	\$ 54,759.15
SCIALDONE, KELLY	\$ 89,415.44	\$ 1,320.40	\$ 90,735.84
SCIARAPPA, CATHERINE	\$ 3,843.60	\$ -	\$ 3,843.60
SCOTT, SHAWN	\$ 3,718.00	\$ -	\$ 3,718.00
SCULLY, MARGARET	\$ 92,207.34	\$ 660.20	\$ 92,867.54
SELISSEN, JEANNE	\$ 91,713.85	\$ -	\$ 91,713.85
SENE, ESTHER	\$ 800.00	\$ -	\$ 800.00
SHANAHAN, STEPHANIE	\$ 7,162.02	\$ 209.00	\$ 7,371.02
SHAO, DAN	\$ 94,504.97	\$ 803.59	\$ 95,308.56
SHARP, GARTH	\$ 14,247.00	\$ -	\$ 14,247.00
SHEAHAN, KRISTINA	\$ 93,027.84	\$ 617.50	\$ 93,645.34
SHEEHY, RYAN	\$ 3,658.00	\$ -	\$ 3,658.00
SHEPHERD, CIARA	\$ 4,827.71	\$ -	\$ 4,827.71
SHIMKUS, JAMES	\$ 54,053.61	\$ 7,178.54	\$ 61,232.15
SHIRKOFF, PAMELA	\$ 102,907.02	\$ 19,844.51	\$ 122,751.53
SHIRKOFF, ROBERT	\$ 100,467.92	\$ 2,297.99	\$ 102,765.91
SILVA, CHERYL	\$ 30,287.31	\$ 1,557.55	\$ 31,844.86
SILVERIO, MICHELLE	\$ 84,823.73	\$ 2,347.40	\$ 87,171.13
SIMIONE, JACQUELYN	\$ 55,720.94	\$ -	\$ 55,720.94
SIMPSON, JESSICA	\$ 177.46	\$ -	\$ 177.46
SINCLAIR, ELAINE	\$ 91,220.26	\$ 3,071.68	\$ 94,291.94
SITAR, NICOLLE	\$ 442.00	\$ -	\$ 442.00
SKAALAND, CARINA	\$ 29,540.87	\$ 1,623.78	\$ 31,164.65
SMALLIDGE, DELANEY	\$ 1,695.75	\$ -	\$ 1,695.75
SMALLIDGE, MARY	\$ 18,534.69	\$ -	\$ 18,534.69
SMALLIDGE, NICOLE	\$ 97,130.08	\$ 5,537.77	\$ 102,667.85
SMITH, CHRISTINE	\$ 86,622.12	\$ 10,153.54	\$ 96,775.66
SMITH, MARIE	\$ 86,622.12	\$ 3,869.24	\$ 90,491.36
SMITH, RETTA	\$ 18,706.23	\$ -	\$ 18,706.23
SMITH, TRACY	\$ 4,257.17	\$ -	\$ 4,257.17
SMITH-DOCKHAM, ALISSA	\$ 87,115.71	\$ 5,334.77	\$ 92,450.48
SOCCHI, MARIA	\$ 24,690.50	\$ -	\$ 24,690.50
SOKOL, SUSAN	\$ 31,696.86	\$ 1,769.78	\$ 33,466.64
SORDILLO, DENISE	\$ 13,231.25	\$ -	\$ 13,231.25
SOUDER, CHRISTINA	\$ 79,344.16	\$ 255.68	\$ 79,599.84
SOUZA, BRITTNEY	\$ 5,833.00	\$ -	\$ 5,833.00

NAME	BASE	OTHER	TOTAL
SOUZA, FLORENCE	\$ 92,207.35	\$ -	\$ 92,207.35
SPATOLA, ASHLEY	\$ 83,539.72	\$ 4,878.09	\$ 88,417.81
SPENCER, TAMA	\$ 3,604.00	\$ -	\$ 3,604.00
SPEZZANO, LORI	\$ 30,329.32	\$ 8,111.41	\$ 38,440.73
SPICER, LAUREN	\$ 76,961.55	\$ -	\$ 76,961.55
SPONZO, JODI	\$ 85,131.63	\$ 660.20	\$ 85,791.83
SPURRELL, DONNA	\$ 390.00	\$ -	\$ 390.00
STACK, CATHERINE	\$ 58,014.81	\$ 3,584.79	\$ 61,599.60
STADTMAN, JOHN	\$ 562.50	\$ -	\$ 562.50
STAMP, JASON	\$ 129,487.93	\$ 5,500.00	\$ 134,987.93
STANIEICH, CATHERINE	\$ 27,088.56	\$ 713.08	\$ 27,801.64
STAPLES, KATHERINE	\$ 18,788.26	\$ 400.00	\$ 19,188.26
STAPLES, RICHARD	\$ 14,296.80	\$ -	\$ 14,296.80
STARKEY, DARYN	\$ 66,322.17	\$ 825.27	\$ 67,147.44
STEIN, DAVID	\$ 4,090.00	\$ -	\$ 4,090.00
STEWART, LOREN	\$ 27,436.48	\$ -	\$ 27,436.48
STILL, STACY	\$ 7,005.97	\$ 325.00	\$ 7,330.97
STOKES, KAITLYN	\$ 3,718.00	\$ -	\$ 3,718.00
STONE, JEFFREY	\$ 660.00	\$ -	\$ 660.00
STONE, KIMBERLY	\$ 93,521.43	\$ 762.23	\$ 94,283.66
STRICKLER, CHRISTINE	\$ 88,594.94	\$ 2,498.32	\$ 91,093.26
STRICKLER, JULIA	\$ 675.00	\$ -	\$ 675.00
STRONACH, RICHARD	\$ 59,683.68	\$ 27,248.39	\$ 86,932.07
SULLIVAN, ASHLEY	\$ 90,726.87	\$ 4,026.20	\$ 94,753.07
SULLIVAN, BARRY	\$ 52,922.99	\$ 807.00	\$ 53,729.99
SULLIVAN, JAMES	\$ 89,102.89	\$ 9,709.19	\$ 98,812.08
SULLIVAN, KEITH	\$ 2,462.50	\$ -	\$ 2,462.50
SULLIVAN, LAURA	\$ 30,581.46	\$ 400.00	\$ 30,981.46
SULLIVAN, MARIA	\$ 6,326.29	\$ -	\$ 6,326.29
SURRAN, KATHLEEN	\$ 4,781.85	\$ -	\$ 4,781.85
SUVARNA, LATHIKA	\$ 105.00	\$ -	\$ 105.00
SWANSON, ERIN	\$ 86,647.73	\$ 5,413.64	\$ 92,061.37
SWEENEY, CHARLES	\$ 5,763.90	\$ -	\$ 5,763.90
SWEETAPPLE, EMMA	\$ 73,532.78	\$ 4,637.18	\$ 78,169.96
SWETT, SUSAN	\$ 1,675.00	\$ -	\$ 1,675.00
SYLVERT, RUTH	\$ 337.50	\$ -	\$ 337.50
SYLVESTER, LINDA	\$ 4,995.00	\$ -	\$ 4,995.00
SZUM, LAURA	\$ 90,233.08	\$ 6,238.14	\$ 96,471.22
TAGGART, JULIE	\$ 88,921.85	\$ 996.54	\$ 89,918.39
TARANTINO, STEPHEN	\$ 21,637.26	\$ 3,491.85	\$ 25,129.11
TARIRA, GLADYS	\$ 2,132.97	\$ -	\$ 2,132.97

NAME	BASE	OTHER	TOTAL
TARPEY, DEREK	\$ 2,100.00	\$ -	\$ 2,100.00
TARR, ALLISON	\$ 15,231.61	\$ 893.75	\$ 16,125.36
TASSONE, JOSEPH	\$ 420.00	\$ -	\$ 420.00
TAVANTZIS, SAMANTHA	\$ 74,280.73	\$ 690.05	\$ 74,970.78
TAYLOR, ALICIA	\$ 27,397.39	\$ 4,946.93	\$ 32,344.32
TERRY, KIM	\$ 90,233.08	\$ -	\$ 90,233.08
TETRAULT, LAURA	\$ 9,320.00	\$ -	\$ 9,320.00
THARRETT, CANDACE	\$ 103,690.95	\$ 9,319.05	\$ 113,010.00
THAYAAPARAN, SUGARNA	\$ 11,264.86	\$ 400.00	\$ 11,664.86
THEISEN, ANNE	\$ 29,399.16	\$ 6,386.98	\$ 35,786.14
THERIAULT-REGAN, BRENDA	\$ 192,258.64	\$ 21,841.53	\$ 214,100.17
THIBAULT, MAUREEN	\$ 20,400.71	\$ 69.02	\$ 20,469.73
THORNE, MICHAELA	\$ 1,176.42	\$ -	\$ 1,176.42
THUILLIER, PETER	\$ 60,359.22	\$ 19,092.73	\$ 79,451.95
TIDD, JENNIFER	\$ 2,220.00	\$ -	\$ 2,220.00
TIERNEY, LAUREN	\$ 73,041.61	\$ 1,699.24	\$ 74,740.85
TIERNEY, MARYBETH	\$ 30,921.59	\$ 162.14	\$ 31,083.73
TIRABASSI, MELANIE	\$ 42,882.65	\$ -	\$ 42,882.65
TOGNARELLI, MELISSA	\$ 975.00	\$ -	\$ 975.00
TORNAME, NANCY	\$ 13,602.50	\$ -	\$ 13,602.50
TORRA, TRACY	\$ 1,541.49	\$ -	\$ 1,541.49
TORRES, AMANDA	\$ 1,859.00	\$ -	\$ 1,859.00
TOWER, MACKENZIE	\$ 2,737.00	\$ -	\$ 2,737.00
TRAMONTE, LISA	\$ 79,282.44	\$ 5,497.96	\$ 84,780.40
TRANT, TIFFANY	\$ 98,601.19	\$ -	\$ 98,601.19
TREVOR, ALYSE	\$ 78,938.43	\$ 640.22	\$ 79,578.65
TRUDEAU, SUSANNE	\$ 15,058.62	\$ 8,190.00	\$ 23,248.62
TRYDER, TINA	\$ 15,058.62	\$ 8,640.00	\$ 23,698.62
TSAKALAKOS, SARAH	\$ 89,415.44	\$ 10,651.25	\$ 100,066.69
TUMMINELLI, CORY	\$ 2,320.56	\$ -	\$ 2,320.56
VALCOURT, KRISTINA	\$ 74,091.38	\$ 7,272.61	\$ 81,363.99
VANGORDER, LAUREN	\$ 7,639.02	\$ 376.61	\$ 8,015.63
VENTURA, CATHERINE	\$ 103,400.52	\$ 2,178.91	\$ 105,579.43
VILLET, RYAN	\$ 33,984.21	\$ 1,303.96	\$ 35,288.17
WAHL, YUMIKO	\$ 23,376.25	\$ 4,992.72	\$ 28,368.97
WALDRON, SEAN	\$ 72,344.38	\$ 4,442.75	\$ 76,787.13
WALKER, KERRY	\$ 2,601.50	\$ -	\$ 2,601.50
WALLACE, JOY	\$ 42,728.68	\$ 177.42	\$ 42,906.10
WALLACE, KATHRYN	\$ 28,248.54	\$ -	\$ 28,248.54
WALSH, ELAINE	\$ 23,400.00	\$ -	\$ 23,400.00
WALSH, JAMES	\$ 870.00	\$ -	\$ 870.00

NAME	BASE	OTHER	TOTAL
WALSH, KERI	\$ 11,627.22	\$ -	\$ 11,627.22
WALSH, SARA	\$ 90,726.87	\$ 1,692.37	\$ 92,419.24
WALSH, SUSAN	\$ 86,622.12	\$ 312.00	\$ 86,934.12
WANDELL, HAYLEY	\$ 6,730.00	\$ -	\$ 6,730.00
WANG, AI	\$ 6,087.96	\$ -	\$ 6,087.96
WAUGH, JILLIAN	\$ 356.25	\$ -	\$ 356.25
WEESE, BRET	\$ 70,162.46	\$ 11,194.16	\$ 81,356.62
WEIR, JOHN	\$ 129,154.28	\$ -	\$ 129,154.28
WEITZ, MARK	\$ 3,677.00	\$ -	\$ 3,677.00
WELCH, CHRISTINE	\$ 88,594.94	\$ 170.62	\$ 88,765.56
WELCH, DEREK	\$ 819.00	\$ -	\$ 819.00
WELCH, KELLYN	\$ 87,115.71	\$ 8,155.12	\$ 95,270.83
WELCH, PATRICIA	\$ 54,487.56	\$ 8,214.31	\$ 62,701.87
WEST, ERIC	\$ 52,297.60	\$ 22,456.26	\$ 74,753.86
WESTAWAY, KATELIN	\$ 7,838.37	\$ -	\$ 7,838.37
WHITE, EMILY	\$ 10,600.00	\$ -	\$ 10,600.00
WHITE, HENRY	\$ 1,995.00	\$ -	\$ 1,995.00
WHITE, LINDSEY	\$ 79,517.01	\$ 7,701.68	\$ 87,218.69
WHITEHOUSE, PATRICIA	\$ 8,960.00	\$ -	\$ 8,960.00
WHYNOT-PARTHUM, ANN	\$ 94,014.93	\$ 1,137.45	\$ 95,152.38
WILKEY, JESSICA	\$ 4,604.00	\$ -	\$ 4,604.00
WILLIAMS, CARRIE-ANN	\$ 12,475.70	\$ -	\$ 12,475.70
WILLIAMS, LAURA	\$ 88,594.94	\$ 330.10	\$ 88,925.04
WILSON, SCOTT	\$ 5,833.00	\$ -	\$ 5,833.00
WINN, DENNIS	\$ 315.00	\$ -	\$ 315.00
WINN, PAIGE	\$ 27,424.13	\$ 6,117.20	\$ 33,541.33
WRIGHT, ANDREA	\$ 11,764.19	\$ 400.00	\$ 12,164.19
WROBEL, SHELLEY	\$ 88,102.89	\$ 3,546.39	\$ 91,649.28
YORE, SARAH	\$ 95,445.59	\$ 6,238.14	\$ 101,683.73
YOUNG, PATTI-ANN	\$ 64,131.58	\$ 1,478.86	\$ 65,610.44
ZAKI, NANCY	\$ 66,225.61	\$ 877.50	\$ 67,103.11
ZAREMBA, SHARON	\$ 27,751.01	\$ 14,325.60	\$ 42,076.61
ZAROULIS, JENNIFER	\$ 89,909.03	\$ 5,442.74	\$ 95,351.77
ZBIEG, RICHARD	\$ 58,431.26	\$ -	\$ 58,431.26
ZELAYA DA SILVA, MARIA	\$ 819.00	\$ -	\$ 819.00
ZIER, MARY ELLEN	\$ 19,160.90	\$ 450.00	\$ 19,610.90
ZIMMERMAN, JAY	\$ 72,344.38	\$ 74.60	\$ 72,418.98
ZINITI, JENNIFER	\$ 3,148.09	\$ -	\$ 3,148.09
ZUCCO, ERNEST	\$ 87,282.39	\$ 3,455.16	\$ 90,737.55
ZULLO, LISA	\$ 91,713.85	\$ -	\$ 91,713.85
ZWIREK, NICOLE	\$ 95,325.47	\$ 3,840.67	\$ 99,166.14

SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT

The Shawsheen Valley Regional Vocational Technical School District (SVTHSD) is pleased to submit its 2022 Annual Report to the citizens of Bedford, Billerica, Burlington, Tewksbury, and Wilmington. Located on Cook Street in Billerica next to the towns of Burlington and Wilmington, the school celebrated its 52nd anniversary this year, perpetuating the highest quality in vocational technical education to area youth and residents.

The representatives of the 10-member Regional School Committee that governs the District are: Nancy Asbedian and Brian O'Donnell, Esq. from Bedford; Ronald Fusco, Chair and Taryn Gillis, Vice Chair from Billerica; Christine Kim and Kent Moffatt, Treasurer, from Burlington; Patricia W. Meuse, Esq. and Cheryl Bartolone, Secretary, from Tewksbury; and Charles Fiore and Gwen Lawson from Wilmington. Tony McIntosh began his tenure as Superintendent on July 1, 2022.

Shawsheen Valley Technical High School (SVTHS) is one of twenty-six (26) regional vocational technical school districts in Massachusetts. One thousand three hundred and one (1,301) high school students were reported to the Department of Elementary and Secondary education (DESE) in SVTHS's high school foundation enrollment in October of 2022, and more than 400 adults participated in the school's various adult and continuing education courses.

The SVTHS faculty is an exceptional group of talented academic and vocational-technical educators who are highly qualified to teach in their respective disciplines and occupational areas. SVTHS employs one hundred forty-eight (148) full-time teachers as well as thirteen (13) paraprofessionals. Of those full-time teachers, ten (10) are department chairs and twenty (20) are lead teachers. All SVTHS teachers exhibit the character, health, personality, and professional competency worthy of serving the needs of District students.

Post-Secondary Preparedness & Student Achievements

Post-Secondary Plans of Graduates. In June of 2022, SVTHS graduated 317 seniors. Fifty-one percent (51%) of the graduates planned to attend a two- or four-year college or other post-secondary schooling in the fall. Forty-nine percent (49%) of the graduates intended to continue working in their trade or another pathway, and one (1) graduating senior planned to enlist in the military.

Scholarships and Awards. One hundred fifty (150) scholarships were distributed to eighty-three (83) students in the Class of 2022 totaling \$135,075. Twenty-three (23) members of the Class of 2022 were members of the National Honor Society (NHS) and the National Vocational Technical Honor Society.

Cooperative Education Program. At the conclusion of the 2022 school year, sixty-one percent (61%) of eligible seniors participated in the district's Cooperative Education Program (Co-Op). Students were employed in positions related to their Chapter 74 vocational-technical programs by 154 local employers.

Student Mental Health and Wellness. Part of our efforts to support our students' mental health needs during the 2021-22 school year was a focus on Shawsheen's District Curriculum Accommodation Plan (DCAP) and tiered interventions for our students. A committee consisting of staff members and administrators revised our current DCAP to reflect the needs of our students and faculty. Professional Development for the 2022-2023 school year will focus on developing and implementing tiered interventions and supports for our students.

High School Completion. The high school completion portion of the accountability report consists of three measures: the four-year cohort graduation rate; five-year graduation rate; and dropout rate. SVTHS continued to exhibit some of the highest graduation rates in the Commonwealth. The Department of Elementary and Secondary Education factors in 2021 as the most recent year for the four-year cohort graduation rate and 2020 as the most recent year for the five-year graduation rate as follows: four-year cohort graduation rate: 98.1%; five-year graduation rate: 99.7%

SVTHS continued to exhibit one of the lowest dropout rates in the Commonwealth. The Department of Elementary and Secondary Education factors in 2021 as the most recent year for the annual dropout rate as follows: annual dropout rate: 0.3%.

Concurrent Enrollment. SVTHS further expanded student access to concurrent enrollment courses at the start of the 2022-2023 school year with the addition of a junior year course, Intro to Chemistry. This is in addition to the six concurrent enrollment courses already offered: English Composition I; Honors Literary Analysis and English Comp 1,

Statistics, Calculus I, Intro to Chemistry (senior year), and American Government. Students enrolled in these courses are able to earn college credit from Middlesex Community College before they graduate from high school and those credits can be transferred to other institutions, depending on where students choose to enroll in post-secondary study. Shawsheen currently offers enough concurrent enrollment courses for students to complete one semester's worth of college classes while enrolled at SVTHS.

Adams Scholars. The Department of Elementary and Secondary Education recognized the achievements of Shawsheen's senior class on the MCAS exams by naming eighty-three (83) recipients of the John and Abigail Adams Scholarship Award.

Support Services

The SVTHS Support Services Department provides IEP services for students with disabilities for approximately 349 students comprising nearly twenty-seven percent (27%) of our student body. The most frequently occurring area of need is in the category of Specific Learning Disability, indicating that a history of academic difficulty existed prior to student's arrival at Shawsheen. Nevertheless, SVTHS has a strong graduation rate of students with disabilities with one hundred percent (100%) of seniors graduating in June 2022. This compares to a state average of approximately seventy-five percent (75%) for students with disabilities.

Since the fall of 2020, Shawsheen was approved to be a school-wide Title 1 school. All students, including students with disabilities, have the opportunity to receive targeted instruction and intervention in core subject areas.

This year, ninety-four percent (94%) of freshman students with disabilities passed their 9th grade classes. For upperclassmen in grades 11 and 12, fifty-one percent (51%) of students with disabilities completed advanced courses. All students with disabilities in the class of 2022 have met graduation competency in Math and English as outlined by the state. These results occurred due to a full team-effort on the part of Academic, Vocational/Technical, and Support Services staff to address the needs of our population of students with disabilities. Students who initially experience difficulty passing one or more of the MCAS assessments eventually attain graduation status through the district's MCAS remediation programs and re-taking the assessment.

Students with disabilities continue to have full access and participation in cooperative education, as well as all extra-curricular activities such as athletics, SkillsUSA, and after school clubs. Parents of special education students at SVTHS are highly involved in the IEP Team process, with parent attendance at IEP team meetings approaching one-hundred percent (100%). Every effort is made to accommodate parent requests for IEP Team meeting dates to ensure their participation. Prior to the IEP Team meeting, parents provide input for current concerns regarding their student's educational progress. Responses are documented in the IEP and an IEP proposal is created at the team meeting allowing parents to fully participate in the IEP development and understand all the elements of the IEP.

Educational Technology

The Educational Technology Department focuses on the operational, technical, and educational functions for the District. During the pandemic, teachers, administrators, and support staff continued to develop competencies using digital tools. Upon returning to in-person learning, the District adopted a one-to-one laptop program making the resources equitable to all students and easily accessible both in and out of school. Teachers have also vetted and adopted several online resources for teaching and learning. Using these resources, teachers can do real data analysis of student work and create opportunities for individualized instruction. A positive result of this move to one-to-one is that students have become more active participants in their learning.

Implementations such as single sign-on and rostering when applicable for online resources continue to be implemented. Ongoing upgrades, maintenance, and support for both the technical and operational sides of technology continue to be a priority ensuring stable, secure and seamless use of technology for all users of the digital environment at Shawsheen.

Community Engagement

Adult Evening School. The Adult Evening School offers a variety of vocational/technical courses for adults interested in expanding their knowledge and skills for the 21st century workplace. Programs include adult education enrichment programs, certificate-based and licensing trade programs, and workforce development initiatives; all are designed to help people develop or improve job training skills and enhance the quality of life for residents in our community. Programming is offered during two semesters from September to June, and classes typically include classes in business and computer applications, culinary arts, art and creative mediums, personal finance, welding, and more.

MassHire and Workforce Development Training. Shawsheen Valley Technical School continues to explore and expand its collaboration with local workforce and career development agencies to support the statewide initiatives that fuel job growth, address employer demand for talent, and strengthen the Massachusetts economy. In the summer of 2022, Shawsheen held an 8-week 300-hour welding program, in collaboration with the Northeast Advanced Manufacturing Consortium (NAMC) and MassHire Lowell, for unemployed and underemployed adults. This program responded to an RFP identifying a skills-gap in the district's regional labor market blueprint. The Summer 2022 cohort consisted of eleven students, all of whom completed the course requirements and passed their OSHA and HotWork requirements. With a 100% completion rate, the program was praised by Director Robin Dion of NAMC. Moreover, all eleven students are gainfully employed. Programs will continue to be developed in accordance with federal and state funding initiatives to upskill the workforce.

Billerica House of Correction. Shawsheen Valley Technical High School continues to be a resource to the Middlesex Sheriff's Office (MSO) and the Billerica House of Correction (BHOC) through the Director of Community Services and Workforce Development. This program last ran before covid (2019) but is a relationship of vital importance to all parties. With the established Culinary Arts program, Shawsheen is open to collaborate, explore, and expand its educational partnerships to incarcerated participants and returning citizens to assist in providing technical training and skill development.

School of Practical Nursing. Shawsheen Valley School of Practical Nursing graduated 25 students in June 2022. To date, 100% have successfully passed NCLEX-PN on initial attempt and over 90% are gainfully employed. The job market remains strong for Licensed Practical Nurses in Massachusetts. Students in the program go through clinical rotations in long term care, a high school, and an acute care hospital. The recent purchase of a maternity patient simulator enhances our maternity curriculum.

Summer at Shawsheen. Shawsheen hosted its 7th annual "Summer at Shawsheen" program in 2022, free from COVID-19 restrictions or limitations for the first time in two years. This popular program offered students from our community a variety of summer learning opportunities, sports clinics, STEM classes, vocational-technical programs, academic and test-prep classes, as well as enrichment courses for students entering grades 5-12. In total, the nineteen course offerings drew 426 students ranging in age from 5-18 years old. All five member towns sent participants to the program with the most coming from Billerica (210) and Wilmington (75). Since its inception, "Summer at Shawsheen" has had an impactful reach with a total of 1,910 participants.

Project Explore. Three hundred and ninety-four (394) seventh grade students participated in Shawsheen's Project Explore program during the 2022 season. Project Explore is a key recruitment initiative that doubles as a community service program, aimed at increasing career awareness to students at an earlier age. Project Explore is exclusive to 7th grade students who reside in Shawsheen's school district, regardless of the middle school they attend. This district funded program provides students with an opportunity to visit Shawsheen and explore six vocational-technical programs. The program is three weeks in length and is offered in three sessions to maximize student involvement. Marketing for this program includes postcards sent to each 7th grade student, emails and literature sent to middle school guidance departments and principals, presence on the website, as well as announcements to local newspapers for print. The 2022 season was the first season to move registration from a paper-based mail-in system, to online (using Microsoft forms and the district website). The 2023 season of Project Explore is continuing to advance its process by utilizing a formal registration system, which is allowing registration and promotion of the program to occur earlier in the school year.

Aquatics and Swim Program. Shawsheen's Kenneth L. Buffum Pool is the home to several high school swim and dive teams, as well as club swim programs. The pool is sought after for swim meets and competitions and is a facility open throughout the year. Additionally, the pool offers the following programs: community family swim, community lap swim, and community swim lessons throughout the year.

Athletics

Athletic Achievements. Calendar year 2022 was a year of tremendous success for the Shawsheen Athletic Program. The Rams won CAC League titles in: Football, Golf, Boys Basketball, Tennis, Baseball, Boys Lacrosse and Basketball Cheering. The School also won State Vocational Titles in Boys Basketball, Wrestling, Swimming, Baseball, Girls Lacrosse and Basketball Cheering. Two of our wrestlers, Senior Tayla Tildsley (147 lbs) – the first female wrestler in school history – and Freshman Sid Tildsley (132 lbs) won Massachusetts All State Wrestling Titles. Sid Tildsley also won the New England Wrestling Championship. Dozens of Student athletes were honored as CAC and Lowell Sun All Stars. The 2022 calendar year had a record 4 All Scholastic Globe and Herald Selections: Tayla Tildsley (Wrestling), Sid Tildsley (Wrestling and Football) and Mavrick Bourdeau (Football). The pinnacle of Shawsheen's athletic year

was the Shawsheen Football team's record year that resulted in the Rams playing a Super Bowl Game at Gillette Stadium.

Shawsheen's Head Coach, Al Costabile had a few achievements during the year as well. The Massachusetts Football Coaches Association recognized him in April with an induction to the Football Coaches Hall of Fame. He achieved his 200th career win in October and was named a New England Patriots Coach of the Week. Lastly, Coach Costabile was named Coach of the Year by the Gridiron Club of Boston.

Vocational/Technical Programs

Construction Cluster

School year 2022 for the construction programs, Carpentry, Electricity, Masonry & Tile Setting and Plumbing started off slowly, but as the COVID-19 pandemic restrictions were reduced the Construction Cluster began providing their excellent services to the surrounding towns where students were able to work on – and develop their abilities, knowledge, and expertise in – rendering their talents. In-house school projects also took center stage as the programs worked collaboratively with each other and other programs in designing, creating, building, renovating, and repairing structures and providing instrumental services in keeping SVTHS a first-rate institution of learning.

- Town of Bedford – Shed Project
- Stone Zoo's annual Zoo Lights Winter Wonderland Project
- Equipment Manager Storage Area
- Boys Locker Room Area #1
- Graphic Communications Lighting
- Coaches Room Renovations
- Parking Lot Stop Sign Project
- Stadium Toilet Facility Project
- New Drinking Water Fountains with Bottle Filling Stations

Manufacturing Cluster

Electronics / Engineering Technology. This program continues to grow at a rapid rate with program enhancements and the addition of new project-based activities for the freshmen curriculum. New lessons include various topics in engineering design process, basic circuitry, printed circuit board fabrication, potential/kinetic energy, electromagnetics, simple machines, manufacturability, and robotics. Throughout the year the freshman class pre-survey was extremely positive as they indicated high levels of interest in the program. With that data and the increased enrollment, an additional full-time teacher was hired for the school year 2022-2023. Eighty-six percent (86%) of the seniors participated in the cooperative education program, while one junior was also employed. The interest in the afterschool robotics' club has increased to the point where four teams of five students are now competing in VEX Robotics Competitions. One such team made it to the 2022 Southern New England Regional Championship.

Drafting. Relevant activities and projects were embedded throughout the year's curriculum as the upperclassmen completed the following in-house & community projects: Evacuation Plan Drawings, Elevation Drawings, HVAC Shop Floor Plan Drawings, Shop Curriculum Drawing Support; Carpentry, Metal Fabrication, Display Case Proposal for Gymnasium Lobby, ISSN / PW, Business Shop Floor Plan, Rain Garden General Arrangement Drawing, Auto Collision Floor Plan, Cosmetology Floor Plan, Billerica Police Floor Plan, Boys and Girls Club Storage Shed, Storage Shed Billerica Park, and the Storage Shed for Bedford DPW. Students continued to excel at the SkillsUSA District Competition, winning the following: Architectural Drafting (Gold), Technical Drafting (Gold), and Automated Manufacturing (Gold). The progressive land surveying firm Northam Corporation presented modern survey technologies with student-driven demonstrations. All but two senior students participated in the cooperative education program, an eighty-nine percent (89%) placement.

Advanced Manufacturing Technology. Safety remains paramount, implementing the National Fire Protection Association (NFPA) Hot Work Safety Certificate Program, promoting awareness and understanding of the dangers and safety procedures of activities or processes that involve heat, spark, or flame that is capable of starting fires or explosions. The Occupational Safety and Health Administration (OSHA) 10-hour General Industry training remains a stronghold in the curriculum. In the annual SkillsUSA competition, an Automated Manufacturing team collected Gold medals at the Districts SkillsUSA competition and a Silver medal at the State SkillsUSA competition. The team consisted of a Drafting student and two Advanced Manufacturing Technology students. Also winning a Silver medal in the Districts & States was a senior student in the CNC Turning competition. Employment stays strong as seventy-five percent (75%) of the seniors are participating in the cooperative education program.

Automotive Collision Repair and Refinishing. Students continue to use the online I-CAR training for industry recognized training and certificates. The S/P2 and Hot Work Safety programs serve as the industry safety training for all students learning how to use welding equipment. Local vender Jack's Used Auto Parts continues to provide vehicles, enabling students to master their skills on real automotive parts, car components and accessories. The program was the recipient of a competitive Skill Capital Grant Program that will increase the capacity and quality of vocational training in the program. This new Spray booth will be installed during the FY23 school year replacing an outdated 1986 antiquated model. The grant also provided the opportunity to purchase a new SimSpray® Paint Simulator. This simulator will be a great training tool, allowing students to hone their refinishing skills using virtual reality technology while cutting material cost and waste. Another element of the grant will allow the program to install a new fresh air respirator system allowing students to be safe from all airborne particles while spray painting. The program currently has one hundred percent (100%) of the seniors participating in the cooperative education program.

Automotive Technology. With recommendations from the advisory board, the program received approval to purchase a New Hunter TC39SSW center clamp tire changer, providing greater safety, accessibility, and the newest technology. After a comprehensive evaluation from the National Automotive Technicians Education Foundation (NATEF) the program received the Education Foundation (NATEF) 5-year recertification. Being accredited allows students to work towards their Automotive Service Excellence (ASE) certifications, while increasing the level of complexity in the automotive field. Our approved curriculum provides a platform to perform basic maintenance and light repairs on customer vehicles in preparation for the Automotive Service Excellence (ASE) G1 exam / certification. Enrollment continues to be very strong, as the sophomore class has 26 out of 26 spots filled (100% enrollment) A Senior student won a Silver medal at the State SkillsUSA competition in Power Equipment Technology. With strong partnerships with local automotive shops and dealerships, seniors are rapidly entering the job market with an 85% placement (12 out of 14) in our cooperative education program.

Culinary Arts / Hospitality Management. The Ram's Head Dining Room returned to full operation after nearly two years of being closed due to the COVID-19 Pandemic. Known for its versatility, the program shifted gears to serve the public with curb-side pickup. Due to the success of the curb-side operation, the program continued to offer that service to the community. Job opportunities continue to outweigh the labor shortage, providing good paying opportunities for our students. A Hospitality Management instructor was hired and is working in the dining room and related room to broaden the scope of skills needed in industry. Curriculum has been expanded so students can now encompass more Hospitality Management skills such as working the "Front of the House" as well as engaging in the hotel and tourism industry. The Billerica Police Department hosted a special Mother's Day breakfast, where students and staff assisted the police in providing meals to ninety elderly Billerica mothers.

Metal Fabrication & Joining Technologies. Returning to the school's post-pandemic environment, project-based activities strengthened to close the gap between online learning and standard in-person instruction. Using the Tooling U platform provides practical and competency-based training, from basic skills to advanced techniques, including programming on a variety of brands and machines. Another vendor, Lincoln Electric, provided integrated comprehensive curriculum, state-of-the-art industry equipment, and welding certifications. Revisions were made to the freshmen exploratory program that includes new project-based activities that keep students enthusiastically engaged. As a result, the program welcomed eighteen new permanent Freshmen. With various raw materials students have designed and built numerous projects for the community and the district. Projects included structures and decorations for the Stone Zoo's annual ZooLights Winter Wonderland. Fabricating a guard rail for the school's loading dock was a project that covered multiple aspects of the trade. A new state-of-the-art corner notcher has been purchased making it possible to develop and implement new metal projects that use thicker gauge sheet metal.

Heating, Ventilation, Air Conditioning & Refrigeration. With the newly revised Department of Elementary and Secondary Education (DESE) framework and newly incorporated competencies, the program versatility shifted focusing on more project-based activities of installing and maintaining equipment. As the growth of the Heating, Ventilation, Air Conditioning and Refrigeration field expands into more complexed systems, highly skilled technicians are needed, promoting new curriculum that now reflects not only the essential standards but various troubleshooting techniques for new technologies. Three different safety certifications are embedded in the curriculum including the EPA 608 certification that indicates a student has demonstrated knowledge of handling refrigerants (many achieving the Type I certification), authorizing a student to service and repair small appliances. The National Fire Protection Association (NFPA) Hot Work Safety Certificate Program promotes awareness and understanding of dangers and safety procedures of activities or processes that involve open flame or that generate sparks or heat. The Occupational Safety and Health Administration (OSHA) 10-hour construction training provides general awareness for entry-level

construction workers. A Sophomore student won the Gold medal at the National SkillsUSA competition in Atlanta Georgia, the second National Gold Winner the program has produced.

Arts, Communication and Technology Cluster

Design and Visual Communications. For many seniors the post-secondary option continues to be the career path of choice. Highlights of these post-secondary institutions include the number-one rated art school in the United States, the Savannah College of Art and Design (SCAD) in Georgia, while other students successfully completed a dual enrollment program at Montserrat College of Art earning three college credits. The Design and Visual Communications Management & Entrepreneurship initiative continues to expand and offer self-employment opportunities to students who do not wish to go onto post-secondary art and design schools. This curriculum provides project-based activities for students to learn how to start their own trade-related business after graduation. The implementation of these types of lessons integrates a hybrid of learning environments to support all students. Student highlights include traveling to Europe to expand on self-employment opportunities, as well as students freelancing with small businesses in tee-shirt design and on-line media design fields.

Graphic Communications. Strong recommendations from the advisory board has infused new equipment into the program, opening opportunities of new curriculum and applications. The newest addition to the program is the Roland Versa UV LEF2-300. This machine can print on material 4" thick and up to 13"x 20" dimensions, a new industry standard. As the program continues to update its technology/equipment, revisions in the curriculum are constant in supporting the embedded competencies in the knowledge and skills necessary to perform new technical skills. The teachers have worked collaboratively in supporting the expansion of the program's curriculum, focusing on new project-based activities. The latest equipment continues to broaden students' skills sets as well as helping beautify the school's environment with projects created by students. Exhibiting another strong showing in the SkillsUSA competition was a testament to the program's strong commitment to its students. A junior student won a Silver Medal at the National Competition in Atlanta Georgia. The program continues to win awards in the Pine contest for Printing Industries of New England. A high percentage of students participated in the cooperative education program working for local companies, with many staying on as full-time employees after they graduate.

Information Support Services and Networking / Programming and Web Development. In keeping up with the revised DESE framework, industry trends, and recommendations from the Craft Advisory Board, the program has updated and revised its curriculum and project-based activities. Some of the development and growth of the lessons include supplemental projects in programming Java and C+, C# (for game and program development), Microsoft's Power BI, and cloud-based networking. These enhancements provide students with the skills and knowledge necessary for employability/career readiness. Within these new tasks, many of the multiple project-based activities have been augmented and supported by industry recognized certifications. One of the three labs has been fully updated for optimum achievement and little lag for gaming. Because of increased enrollments over the last four years, plans are in the development phase to expand the program's footprint. The update will include furniture and equipment to maintain the high standards that the students have come to expect and have also earned. At the SkillsUSA State competition, a student won the Gold medal, allowing him to compete in the Nationals SkillsUSA Competition, where he placed 8th in the country.

Business Technology / Marketing. The Microsoft Office Application curriculum and certification program adds significant value to student resumes, co-op opportunity outlook, and college course credit. The Microsoft Applications that students learn include Excel, PowerPoint, Word, and Outlook. Industry recognized certifications are earned at the conclusion of these courses. Students gain confidence as they study, prepare, and practice, solidifying their knowledge in these applications. Digital Marketing, Entrepreneurship, Accounting, Business Communication, Financial Literacy, Business Law, and QuickBooks provide a robust overview of essential elements/standards to business technology frameworks and marketing fundamentals. As is always the case in the dynamic world of business, the program has been designed to expose and offer an in-depth investigation into many college and career paths that students may follow after graduation.

Health Services

Cosmetology. With the rollback of many COVID-19 restrictions the shop salon was able to open to serve the public giving students the opportunity to master the essential competencies on live clients. Eleven of the thirteen junior students have completed their 1000-hour training and will begin prepping for the State Board Exam in the fall of 2022. Educating students about cleaning and disinfection continues to be an imperative part of the curriculum, especially since the COVID-19 crisis. Students continue to complete COVID-19 BARBICIDE® and Milady Infection Control certificates, these two certifications are consistent with the highest industry safety standards. Revisions to the Frameworks have created a need to expand skills in student's knowledge and practice, working with all textures of hair

and styling products. New project-based activities were developed for next year's lessons. Eleven senior students graduated with a Massachusetts Class 1 Cosmetology license and ten were successfully placed in full time employment in local beauty salons.

Dental Assisting. Becoming a Certified Dental Assistant (CDA) continues to be the number one career path students pursue. A variety of new project-based activities have been developed that offer interactive tasks with training manikin practice simulators and online practice tests to accommodate the revised framework competencies. A focus on preparing students for the certifications from the Dental Assisting National Board (DANB) was increased, including lessons that practice the DANB national exams that are embedded with the Radiation Health and Safety (RHS) and the Infection Control Exam (ICE) standards. These standards are designed to test students' knowledge about the prevention and management of potential infection during dental procedures. Students also continue to achieve their Basic Life Support for Healthcare Providers certifications (BLS) from the American Heart Association. Numerous growth opportunities as Dental Assistants have provided a plethora of jobs at dental offices. Thirteen seniors (82%) and nine juniors (56%) participated in the cooperative education program working in local dental offices.

Medical Assisting. Teachers have modified the scope and sequence due to revisions made to the DESE's framework. The hours of instruction have been provided for each standard to ensure that adequate instructional time is provided for each student to attain complete and comprehensive knowledge of the subject matter. The curriculum is now defined with at least 1495 hours of instruction to deliver the minimum level of required competencies. Project-based activities now include more embedded academic performance examples to provide specific learning scenarios which are typically utilized to create real life learning experiences. The essential industry safety credential of the program continues to be the Basic Life Support for Healthcare Providers certifications (BLS) from the American Heart Association. Throughout the year, senior medical assisting students provided a walk-in screening clinic for interested staff members where students performed the following medicals tests: blood pressure, pulse, respirations, temperature, height/weight, BMI calculation, oxygen saturation, vision screening (near, far, color) and audiometry (hearing test). It was another successful SkillsUSA year as two students went to the Nationals in Atlanta, one winning a Silver medal as a member of the Knowledge Bowl competition. Thirteen seniors and eight junior students participated in the cooperative education program providing opportunities to gain invaluable experience.

Health Assisting. The revised DESE's framework structure includes topic headings, standards, objectives, and performance examples. Modifications to the scope & sequence included a minimum of 1200 hours of instruction, as well as identifying Basic, Essential, Advanced and Advanced (A+) skill standards. Because of these changes the teachers have remodeled the student's learning experiences of project-based activities into the required hours of instruction. Students continue to obtain the Basic Life Support for Healthcare Providers certifications (BLS) from the American Heart Association that include essential and optional industry recognized credentials (IRCs) that have been identified as valuable statewide credentials. All senior students are participating in the cooperative education program employed at rehabilitation, long term care centers, CVS pharmacy, and assisted living homes. One hundred percent (100%) of the junior class passed the Certified Nursing Assistant (CNA). The tradition of winning at the SkillsUSA competition continues where a senior student won a Silver medal in Nurse Assisting at the National SkillsUSA Competition in Atlanta and a team of four students received a Silver medal in the Knowledge Bowl competition. Shawsheen students have demonstrated that they have the knowledge and skills to be top in the nation.

Miscellaneous

Capital Budget / Federal Perkins V Grant. The Carl D. Perkins Career & Technical Education Grant (Perkins IV) and the SVTHS Capital Budget process are integral funding sources to ensure the CVTE programs meet the ever-changing needs of technologies and equipment. Through these two principal sources, SVTHS received \$195,966.38 and was approved to purchase the following items listed.

1	\$17,040	Hunter Tire Machine	Revolving	Automotive Technology
1	\$65,000	New Wood Floor	Budget Surplus	Carpentry
1	\$10,000	Construction Materials	Budget Surplus	Plumbing
25	\$4,405.83	Multi-Texture Quad Mannequins w/Supplies	Perkins V	Cosmetology
1	\$9,173	BBC T-Series Conveyor w/shipping	Perkins V	Graphic Communications
1	\$2,199.55	Various Items to create an Enclosure for Robotics Machine	Perkins V	Engineering Technology/ Engineering
45	\$80,258	Tablets w/45 Stylus	Perkins V	Dental Assisting
2	\$7,880	Hospital Beds	Perkins V	Health Assisting

SkillsUSA Massachusetts. The SkillsUSA organization is a partnership with business and industry that provides opportunities for students to develop individually and improve teamwork, leadership and professional skills through education, training, service, and competition. On March 17, 2022 - 161 SVTHS students participated at the SkillsUSA District Competition and 71 received medals: 28 Gold, 26 Silver, 17 Bronze – 77 students participated at the State Competition and 33 received medals: 11 Gold, 10 Silver, 12 Bronze. 11 students participated at the National Competition in Atlanta Georgia and 7 received medals: 1 Gold and 6 Silver.

Robotics Club. The interest for this extracurricular activity has grown exponentially. Not only are these students' exploring robotics in a more in-depth way they are also engaging in exciting competitive VEX Robotic Competitions with other high schools. The robotics club had over thirty students participate throughout the year, which created the need for a fourth team, with a fifth alternative team when needed – This is two more teams from the previous years. The students participated in five different VEX competitions at various schools throughout the state, including the Southern New England Championship. Highlights:

- Two teams were invited to an invitation-only tournament based on their exceptional performance in previous events within the season.
- One of the teams qualified for the Southern New England Regional Championship based on their regional ranking, giving them the opportunity to qualify for the World Championship but they came up a bit short. Making it to the Southern New England Regional Championship was quite an accomplishment, one that Shawsheen has not seen in recent years.

eSports. SVTHS concluded its fifth year in which students have grown in developing self-esteem and sportsmanship throughout practice and competition. eSports is the only co-ed, all-inclusive high school sport, and is the fastest-growing sport at high schools all over the country. This extracurricular activity has grown exponentially each year at SVTHS. There are now over seventy-five students / players engaged over a three-season year supporting five teams. SVTHS is officially sanctioned by the Massachusetts Administrators Association (MSAA) with PlayVS, which is recognized as the official varsity eSports platform. These competitions include Rocket League, League of Legends, and Super Smash Bros.™ Ultimate. SVTHS also participates in High School Esport League (HSEL) for these same games as well as Valorant. The partnership with PlayVS offers the exciting world of interscholastic eSports to our students.

Conclusion and Acknowledgement

The SVTHS Committee, staff and students gratefully appreciate the support that they receive from the residents of the five-member District. The SVTHS family especially acknowledges the continued financial support of the local town managers, finance committees, and town meetings, who collectively ensure and perpetuate the highest quality in vocational/technical training opportunities for area youth.

The District is grateful for the significant contributions provided by SVTHS staff and employees and acknowledges the many contributions of the SVTHS staff who retired during 2022. Those retirees are: Lawrence Bradley, Masonry Instructor; John Chapman, Guidance Counselor; Elizabeth Garniss, Support Services Instructor; Robert Roach, Food Services Director; Marie Smith, Support Services Instructor; and Bradford Jackson, Superintendent-Director.

COMMUNITY DEVELOPMENT

Community Development

Zoning Board of Appeals

Board of Health

Building

Conservation Commission

Planning Board

**Community Preservation
Committee**

COMMUNITY DEVELOPMENT

The Community Development Department strives to manage and promote the highest quality of community engagement, respectful use, and protection of community open spaces. It regularly fosters sensible development by coordinating all land use matters in one department; providing information and creative recommendations based on sound planning practices; promoting and assisting sensible economic development; ensuring public health and safety by promoting programs that support healthy living and by enforcing applicable statutes, codes, bylaws, and regulations; protecting the environment through programs encouraging thoughtful use, appreciation, and education, as well as, conservation and wetland protection measures; and supporting other departments in enhancing the community's quality of life.

The Community Development Department consists of the following divisions: the Building Department, Health Department, and the Planning and Conservation Office. Staff support is provided to five statutory boards: the Planning Board, Conservation Commission, Zoning Board of Appeals, Board of Health, and the Community Preservation Committee. Administrative support is also provided to the Green Committee, Open Space and Recreation Plan Committee, and Historic Commission.

There was a staffing change in the Planning and Conservation Office in 2022. Jacqueline Powers was hired as the department's Administrative Assistant, a position previously vacated by Alexandra Lowder. The position has expanded to include minute taking for Planning Board meetings, a responsibility previously held by a departing recording secretary, as well as additional support to the Conservation Agent and Commission. Ms. Powers has been an excellent addition to the Department.

Master Plan

The Town of Tewksbury's Master Plan was adopted by the Planning Board on September 15, 2003 and endorsed by the 2004 Annual Town Meeting. The Master Plan serves as the Town policy guidance document for future land use decisions. In 2016, the Planning Board finalized and accepted the update to the 2003 Master Plan. The Master Plan includes 138 action items across a broad range of topics and can be found at [https://www.tewksbury-ma.gov/Document Center /View/1502/Tewksbury-Master-Plan-2016-PDF](https://www.tewksbury-ma.gov/Document%20Center/View/1502/Tewksbury-Master-Plan-2016-PDF). Of the 138 action items, 67 have been completed or are in process, 22 are ongoing or on an as-needed basis. Below is a sampling of Master Plan activities that occurred in 2022:

No.	Master Plan Recommendation	Status
4.1.2	Update development review and special permit forms and applications, and allowing for electronic submittals by proponents	Applications were updated following passage of the Zoning Bylaw rewrite, and online permitting was actively explored, and is ongoing.
4.2.34	Pursue intersection improvements at Route 38 intersections as described in this Master Plan.	Main/ Pleasant St improvement project will be reviewed in early 2022 by MassDOT.
4.2.35	Pursue Route 38 improvements presented in the Route 38 Study in cooperation with MassDOT, such as regulating curb cuts and improved access management.	Rt. 38 Project from Colonial Drive to Old Boston Rd construction began in Spring of 2022, final paving scheduled for 2023.
4.2.46	Review amending the Zoning Bylaw and Planning Board Subdivision Rules and Regulations whereby commercial projects with no adjacent sidewalks or residential projects that opt for sidewalk waivers contribute to a fund to be used to expand the town-wide pedestrian and bicycle system. Also review a potential subdivision regulation change that could provide incentives for development of bike paths to eventually join a real network.	Zoning Bylaw rewrite approved at May 2022 Annual Town Meeting. Zoning Bylaw Committee disbanded thereafter. Planning Board updated Subdivision Regulations September 2020
4.2.52	Seek other forms of grants to promote non-motorized forms of transportation.	The Town is pursuing grant funding for possible additions to the trail network and expanded sidewalk networks.
4.3.10	Investigate the potential for adopting a Chapter 40R Overlay District.	The Town is exploring a potential 40R Overlay District to satisfy new MBTA Communities legislation, MGL Ch. 40A, Section 3A.
4.3.14	Increase public awareness of and support for affordable housing through increased outreach and public education.	Through the Housing Production Plan (HPP) updates, extensive discussion on housing needs and potential strategies to develop affordable housing conducted throughout the year.

4.3.18	Work with the Northern Middlesex Council of Governments to develop a Regional Housing Plan for the Greater Lowell Region.	Quarterly meetings with NMCOG communities to discuss regional housing strategies began in 2022 and are ongoing.
4.3.21	Work with programs like the Common Ground Development Corporation, a subsidiary of Community Teamwork, Inc., to develop affordable housing projects.	The Town engaged in preliminary discussions with CTI to explore possible affordable housing projects. Discussions are ongoing.
4.4.4	Continue to streamline the permitting process across town departments.	The Department has worked with applicants to devise the most efficient pathway forward for permitting and other approval processes, identifying concurrent application processes wherever possible.
4.4.10	Support and actively participate in local and regional organizations that foster and promote economic development.	The Department actively participates in Middlesex 3 Coalition and NMCOG economic development efforts. Further, there has been collaboration with the Wilmington/Tewksbury Chamber of Commerce in welcoming new businesses.
4.4.16	Designate the Community Development Director as the town's Permitting Ombudsman and build upon the current Development Cabinet to move projects through the permitting process more efficiently and effectively.	The Community/Economic Development Planner has undertaken this role to streamline the permitting processes and assist new businesses in coordinating across multiple disciplines to accomplish smooth transition into Town.
4.4.21	Develop a permitting checklist, flow chart and development handbook that can be accessed online by developers to ensure timely approvals	Flowcharts of OSRD special permits, subdivisions, and family suites posted to PB webpage
4.5.5	Mitigate point and non-point pollution through proper land management and agricultural practices, effective maintenance of motor vehicles, zoning and erosion control bylaws, and homeowner education.	Community Development Department completed an MVP program in 2022 targeting flooding issues.
4.5.6	Continue work on assessment for Long Pond's water quality with the ultimate goal of transforming the pond into a significant community and recreational asset	Sampling conducted at Long Pond in Summer of 2022, helped to develop a treatment plan for Summer 2023.
4.7.4	Consider renovating Public Works building.	Design completed, funding secured at STM in October 2022.

Zoning Bylaw Committee

A public hearing was held by the Planning Board on April 11, 2022 to prepare for adoption at the 2022 Annual Town Meeting of the Zoning Bylaw rewrite. The article for the adoption of the bylaw was nearly unanimously approved, securing the necessary two-thirds vote. The Zoning Bylaw Committee met five times in 2022, including the night of Town Meeting to discuss potential amendments to the article. The Committee members include Todd Johnson, James Mackey, Robert Fowler, Stephen Johnson, Richard Cuoco, and resident Erin Wortman, AICP. Staff support in 2022 was provided by Steve Sadwick and Alexandra Lowder. The work of the Committee addresses the following recommendations of the 2016 Master Plan:

No.	Master Plan Recommendation
4.1.1	Conduct a zoning audit and a comprehensive review and update of Tewksbury's Zoning Bylaw.
4.1.5	Update the Town's sign bylaw to better guide business owners.
4.1.11	Consider design standards for site plan review which the Planning Board can enforce. These may include architectural design, environmental performance standards, and landscaping and aesthetics.
4.1.13	Review uses allowed by right in the Limited Business District (LB) and the Office/Research District (OR).
4.2.11	Require developers to include sidewalks and bike facilities in new development or pay into a fund for future pedestrian and bicycle accommodation.
4.2.37	Minimize and strategically place curb cuts to minimize conflict points. Update the commercial zoning requirements to promote curb cut consolidation.
4.4.28	Continue to address land use conflicts/zoning revisions along East Street, and pursue zoning changes to provide additional retail services along Woburn Street, to support the office and industrial uses located along the corridor.
4.1.6	Revisit the Town's approach to zoning on Route 38 and consider supplementing or replacing the overlay framework with distinctive, workable base districts.
4.1.7	Establish well-developed buffering standards for all industrial areas, particularly along East Street.
4.4.5	Continue to focus on creating a traditional downtown area in the Town Center.
4.1.12	Consider developing a photovoltaic zoning bylaw to encourage such initiatives.

4.2.45	Assess parking regulations and adopt policies that encourage shared parking where appropriate.
4.1.8	Establish a light industrial zone for some of the areas currently zoned Highway Industrial.
4.1.9	Consider allowing convenience retail and various personal and business services in industrially zoned districts, i.e., modernize the Town's industrial district use regulations to meet contemporary standards for industrial and office parks.
4.2.41	Integrate traffic impact studies and peer reviews of the traffic studies for planned developments. For large scale developments, continue to implement peer reviews of traffic studies to be paid by developer to ensure accuracy and completeness of studies.
4.2.45	Assess parking regulations and adopt policies that encourage shared parking where appropriate.
4.4.8	Encourage and attract new innovative, technology-based and "green" business and industry, consistent with the town's vision.

Local Housing Partnership

The Local Housing Partnership disbanded in 2022, the responsibilities of the group were absorbed into the Community Development Department staff tasks.

Green Committee

The Green Committee continued to work on energy conservation projects through the State's Department of Energy Resources (DOER) Green Communities Division. In 2022, the Town did not submit any proposals for consideration. Staff and Green Committee members as well as some interested Planning Board members are pursuing possible grant initiatives.

The Tewksbury Green Committee consists of Thomas Cooke, Alexandra Lowder, Vincent Bomal, and Jon Marchand.

Hazard Mitigation and Municipal Vulnerability Preparedness

Staff successfully executed a \$193,935 Municipal Vulnerability Program (MVP) Action Grant which was used to investigate Town-owned parcels for nature-based stormwater solutions. The project was entitled "Stormwater Analysis for Nature-Based Solutions and Community Co-Benefits." The concept behind this project was to identify nature-based solutions for stormwater on town-owned land as well as look at opportunities for potential affordable housing locations. The Town partnered with Weston and Sampson and the Merrimack River Watershed Council to complete the project.

The Community Development Department had a successful year and looks forward to working cooperatively with the various boards, committees, commissions, departments, and citizens in 2023, enhancing the quality of life in the Town of Tewksbury.

Respectfully submitted:

Steven J. Sadwick, FAICP
Assistant Town Manager

ZONING BOARD OF APPEALS

The following is a breakdown of the activity on which the Tewksbury Board of Appeals acted during the year 2022:

14	Variances	14	Approved
9	Special Permits	9	Approved
2	Party Aggrieved	2	Approved
1	Varance/SP Extension	1	Approved

I would like to thank the public for their interest in the Board's activity. I also wish to thank my fellow Board members and the Community Development Department for their time and efforts on behalf of the Board.

Respectfully submitted,

Nancy Rego, Chair
Zoning Board of Appeals

BOARD OF HEALTH AND HEALTH DEPARTMENT

The Board of Health (Board) is pleased to submit the 2022 annual report. The Board is comprised of the following five (5) elected officials:

Raymond Barry, Chairman;
Robert Scarano, Vice Chair;
Melissa Braga, Clerk;
Charles Roux, Member;
Susan Amato, Member.

The Board of Health is charged with the protection of the health and safety of Tewksbury. It is the Board's responsibility to develop and implement policies and to ensure the enforcement of state health and sanitary regulations. Meetings are held the 3rd Thursday of each month at Town Hall, 1009 Main Street, First Floor Main Hall.

In March 2022, the Board of Health implemented and adopted two new local regulations; the Minimum Standards for Food Establishments and the Minimum Standards for Frozen Desserts. The Board supported the implementation of requiring food establishments to have a certified food protection manager present at all times. This promotes additional food safety knowledge in our food establishments to further protect public health.

The Board of Health's Mission is: "To protect the public and environmental health through health promotion initiatives, advising residents and businesses in compliance matters, and through fair and appropriate enforcement of local, state, and federal public health rules, regulations, bylaws and laws."

Team Members:	Shannon Gillis, R.S.	Director of Public Health
	Michele Grant	Health Agent
	Ashley Pavlakos, BSN, R.N.	Public Health Nurse
	Arielle Castro	Health Agent
	Lisa Hadge	Head Account Clerk
	Pamela Gorrasi-Thomas	Animal Inspector

The Health Department's team members are dedicated; to serve the community, to apply their knowledge of public health for the good of the town and to be fair when applying the law and regulations of the Commonwealth and the department's procedures.

The inspectional staff conducts required, routine and complaint-driven environmental inspections that include food establishments, rental housing, semi-public swimming pools, sources of filth and nuisance, tattoo establishments and more. The nurse conducts communicable disease follow-up with town residents, foodborne illness investigations, influenza and covid vaccination clinics, and tuberculosis monitoring and control. The department staff works together to provide education on a variety of current public health issues and develop of related programs. Lisa Hadge, Head Account Clerk, shoulders the supportive duties for all health department staff needs, permitting and public health programs.

For the first time the Health Department had to manage a cyanobacteria bloom at Long Pond in July. Working with Conservation and their partnership testing the bacteria levels at the pond, we were advised that the cyanobacteria levels exceeded the 70,000 cells/mL limit. The pond was posted to close, and the town continued having the pond tested. In September after DPH tested the pond, the levels significantly lowered and the public health advisory was lifted.

This worldwide pandemic, COVID 19 has had a major impact on local public health. Due to the overwhelming impact on local health departments, the State realized that these departments were understaffed. The State released a regionalize grant opportunity, the Public Health Excellence (PHE) grant. Tewksbury entered this regionalized grant funding with host community, Tyngsboro, as well as Billerica and Chelmsford. The grant is a 3-year term and will be renewed for 2 additional terms with the hopes to extend in the future. With the PHE grant, a full-time inspector and public health nurse were hired. These positions are shared primarily with Tyngsboro and Tewksbury each week and will support the other communities if needed.

A full-time inspector was hired in January 2022, Vincent Goo. He worked for Tewksbury through the grant from January 2022 until September 2022. He left to pursue his dream of becoming a firefighter. During his nine months his

primary focus was conducting food inspections. After his departure, we were able to hire another inspector, Arielle Castro, she started in October 2022. Arielle comes from the Army where she conducted food inspections on base. Her prior experience enabled her to start food inspections right away and has continued to inspect our food establishments. This grant has given the Department the ability to increase our food/retail inspections.

The Director of Public Health serves as working staff supervisor, ensuring that; public health programs are coordinated, and customer service is always a priority. The Director is the liaison to various local and state boards. The Director also designs programs and implements policies, as proposed by the Tewksbury Board of Health, to meet the health needs of the community. The Health Department continues to be actively collaborating with surrounding communities on regional activities. Tewksbury is a proud member of the following groups and organizations;

- Attorney General Abandoned Housing Initiative Program seeks to bring abandoned houses back to the tax rolls with the assistance of local public health.
- The GLHA (Greater Lowell Health Alliance); focuses on public health priorities of the greater Lowell area.
- The Upper Merrimack Valley Medical Reserve Corp. (MRC). MRC recruits, trains, and deploys volunteers for emergency preparedness and disaster response throughout the UMVPHC regions.
- The Upper Merrimack Valley Public Health Coalition, made up of 7 communities, continues to work together on regional public health priorities. The Health and Medical Coalition (HMCC) is an expanded emergency preparedness group, which brings cross-disciplinary planning and support for public health and medical response across the Commonwealth during emergencies and disasters.
- Healthy Communities Tobacco Coalition is a 20 + year established group with a goal to reduce tobacco use by youth and educate the public on the harm that tobacco can have on their lives.
- Multi-town Hoarding Resource Network – A new hoarding task force made up of nine surrounding communities working together to collaborate best practices and resources for hoarding.

Ongoing public health programs and events: (for details contact the Health Department.)

- Sharps collection continues at the Main Street Fire Department.
- Unwanted and old medications can be disposed of at the Police Department daily.
- Mercury reclamation program
- Dispensed 20,000+ free covid testing kits to residents.
- Participation in the Bike Rodeo, TPD National Night Out, and Tewksbury Community Market

Public Health Nursing Services

Ashley Pavlakos is the Town's Public Health Nurse. She started January 2022. This position is now full time, funded partially through the PHE grant with her working one day a week in Tyngsboro. Her duties protect the community by addressing various initiatives to promote health and wellness for all citizens. This is in addition to conducting communicable disease follow-up as directed by the MA DPH. With the additional hours, it has allowed her to expand her services for residents by having two blood pressure clinics at the Senior Center, offer in home vaccinations as well as clinics for flu & Covid, participate in the multi-town hoarding task force, and offer CPR training.

For Covid-19 case investigations reported through the State, we have two contact tracers that are following up with those residents. They have been employed for over a year to support the Public Health Nurse.

TEWKSBURY BOARD OF HEALTH 2022 ACTIVITY REPORT

\$74,760.74 REVENUES RECEIVED (licenses, permits, misc)
\$4349.73 REVENUES RECEIVED (flu reimbursement)

Health Department Statistics	2022
Food Establishment plan reviews	9
Complaints/ investigations logged	71
Board of Health Meetings	10
Emergency Board of Health Meetings	2
Food Establishments permanently closed	5
Cottage food operations (home cook)	5
Environmental Inspections	200+

PERMITS ISSUED

Animal Permits	015	Ice Rinks	001
Body Art Establishment	003	Installer License	015
Body Art Practitioners	023	Mobile Food Permits	015
Beaver Trapping Permits	002	Offal/Solid/Medical Waste Hauler	024
Catering	003	Piggery	001
Dumpster Permits	008	Pools	009
Food Service Permits	135	Recreational Summer Camps	002
Frozen Desserts	010	Retail Tobacco Sales	030
Funeral Directors	002	Septic Abandonment	005
Grease Tank Installation	004	Tanning Booths	002
Hotels/Motels	010	Temporary Food Permits	040

COMMUNICABLE DISEASES INVESTIGATIONS

Public Health Nurse	
Flu vaccines	172
COVID-19 boosters	124
COVID-19 cases (number doesn't reflect at home tests)	4,441
Influenza cases	252
Other Communicable Disease cases	53

ANIMAL INSPECTOR ACTIVITIES

The Animal Inspector is responsible for inspecting all livestock and related barn facilities.

Farm inspections/Animal Permit & Hen Registration inspections	75 (routine and complaint follow-up)
Hen Registrations	10 new registrations (56 registrations to date)

I would like to take this opportunity and thank the Board of Health members; Chairman Raymond Barry, Vice-Chair Robert Scarano, Clerk Melissa Braga, member Charles Roux, member Susan Amato, the Board of Health Department team members; Lisa Hadge, Head Account Clerk, Sanitarian Michele Grant, Ashley Pavlakos, Arielle Castro, and Animal Inspector Pamela Gorrasi-Thomas for their dedication and continued excellent service to the community.

Respectfully submitted:
Shannon Gillis, REHS
Director of Public Health

BUILDING

Mark Bertonassi is the Building Commissioner for the Town of Tewksbury. Leo Bettencourt is the Local Building Inspector who started March of 2022. They have been responsible for issuances of building permits, conducting building inspections as well as annual Certificate of Inspections with businesses that have 50+ person occupancy or any establishments that serve liquor and all zoning complaints and investigations. Nancy O'Keefe is a Nationally Certified Permit Technician through the International Code Council (ICC). Dina Callahan started as a Permit Technician as of January 2022. They track all building, plumbing/gas, electric and sheet metal permits, provide staff support and have demonstrated the expertise in maintaining an excellent office environment and quality customer service. Harold Sullivan is the part-time electrical inspector and Paul Wild is the part-time plumbing and gas inspector.

In 2022, there were 1,693 building permits issued with a value of work of approximately \$80,725,918. This generated \$891,285 in building permit fees. Additionally, the department issued 1017 electrical permits with associated fees of \$74,646. There were 572 plumbing permits with associated fees of \$36,610, 501 gas permits with associated fees of \$16,385, and 180 sheet metal permits with associated fees of \$23,411. Annual Certificate of Inspections were issued to establishments that serve alcohol, function rooms, churches, schools or any place of assembly over 50 patrons. The Inspectors for the Building Department performed approximately 4,761 inspections. In 2022, the Building Department received over 100 complaints dealing with zoning and building violations. The complaints were researched and investigated.

Ongoing Residential and Commercial projects include:

- Mixed Use Project – 8 Residential Units and 2600 SF Commercial Space – 940 Main Street
- Tree House Brewery Renovation – 1880 Main Street
- Mixed Use Project – 18 Residential Units and 1 Commercial Unit – 935 Main Street
- Tenant fit up Daycare – Primrose School – 1497 Main Street
- National Grid substation – 205 Washington St
- Mixed Use Project 15 Residential Units & 2000 SF of Commercial Space – 2131 Main Street
- Mixed Use Project 11 Residential Units & 600 SF of Commercial Space – 24 Pleasant Street
- Various Tenant Fit-Ups for Restaurants, Office and Retail Space
- New 5-Bldg 18 Unit Residential Condos – 1563 Andover St
- Holiday Inn Renovation – 75 Highwood Dr

ON THE HORIZON: (Proposed projects to Start during 2023 or get approved through Planning Board)

- DPW/School Maintenance Facility Addition & Renovation – 999 Whipple Rd
- New Daycare Building – 770 Main Street
- Proposed Hotel – 937 North Street
- Proposed National Grid Sub Station – 1470 Shawsheen St
- Proposed 9 Residential Units and 3,000 SF Commercial Space – 2122 Main Street
- Proposed Mixed Use Building – 6 Residential & 1 Commercial unit – 30 East Street
- Proposed Building Renovation – 2560 Main Street
- Proposed New Building Approximately 170,000 Sq Ft – 1600 Shawsheen St

Respectively submitted,

Mark Bertonassi
Building Commissioner

CONSERVATION COMMISSION

The Conservation Commission is responsible for administering the Tewksbury Wetlands Protection Bylaw and the Massachusetts Wetland Protection Act, 310 CMR 10.00 (M.G.L. Chapter 131, Section 40). They are also responsible for the protection and management of Tewksbury's Conservation Land and Open Space. The Commission's goal is to protect wetland resource areas and their buffer zones, which contribute to the protection of public and private ground water supply, flood control, pollution prevention, storm damage prevention, and protection of wildlife and their habitats.

The Conservation Commission is comprised of five members who are appointed by the Board of Selectmen. The current Conservation Commission members include Daniel Ronan (Chair), Evan Walsh (Vice Chair), Dennis Sheehan, Patrick Holland, and Steven Gove.

Joseph Fontaine functions as the Town's Conservation Agent. His role includes reviewing applications for work near wetland resource areas, drafting permits, conducting site visits, and monitoring construction activities to ensure compliance with the Massachusetts Wetlands Protection Act and the Tewksbury Wetland Protection Bylaw. In addition, the Conservation Agent provides education and outreach material on wetlands and the permitting process for residents.

Proponents of certain activities within a wetland resource area, within 100 feet of a wetland resource area, and within 200 feet of perennial streams and potential or certified vernal pools are advised to contact the Conservation Agent to determine if obtaining a permit from the Conservation Commission is required to comply with applicable local, state, and federal regulations. The Tewksbury Wetland Protection Bylaw stipulates a 25 foot No Disturb Zone and a 50 foot No Build Zone adjacent to the wetland resource area, which each project proposal must comply with. Examples of the types of projects that were reviewed by the Commission in 2022 include transportation improvement projects, utility projects, and redevelopment projects of existing commercial and industrial properties. The Commission also reviewed smaller projects like the construction of single-family dwellings, residential additions, decks, swimming pools, in addition to sewer installation projects.

There are three primary types of project applications submitted to the Conservation Commission, all of which require notification to abutters and a public hearing. One type of application is called a Request for Determination of Applicability (RDA), which is generally meant for small-scale projects where few conditions are required to ensure no nearby wetland resource areas are impacted by the project. Once the Conservation Commission receives the RDA application, the Conservation Commission votes and issues a Determination of Applicability (DOA), which either approves or denies the project. The second type of application is called a Notice of Intent (NOI), which is generally meant for small- to large-scale projects which may require a more extensive and detailed list of conditions to ensure no nearby wetland resource areas are impacted by the project. When a complete application is submitted, the Conservation Commission votes to either approve or deny the application. Once the application is voted upon, an Order of Conditions (OOC) is issued. If the OOC is being issued in approval of the NOI application, the OOC will specify the conditions required to prevent impacts to the wetland resource areas. Following project completion, and once the applicant has shown to the Commission that the project has been completed in compliance with the OOC, a Certificate of Compliance (COC) may be granted by the Commission for the project. Finally, the third type of application is called an Abbreviated Notice of Resource Area Delineation (ANRAD), in which the applicant seeks the Commission's confirmation on whether the proposed delineation of wetland resource areas is accurate. This application is simply meant to confirm the accuracy of wetland resource areas and does not propose any construction within the application. When a complete application is submitted, the Conservation Commission votes to either approve or deny the application. Once the application is voted upon, an Order of Resource Area Delineation (ORAD) is issued. If the ORAD is being issued in approval of the ANRAD application, the ORAD will specify which wetland resource area boundaries were confirmed within the application. If the Commission votes to issue a DOA, OOC, or ORAD in denial of the project's application, the applicant can appeal the decision to the Massachusetts Department of Environmental Protection.

In 2022, twenty (20) new NOI, fifty (50) new RDA, and three (3) ANRAD applications were submitted to the Commission for review. The Commission issued the following permits in 2022: fifteen (15) OOCs, one (1) Extension Permit for OOC, four (4) Amended OOCs, forty-six (46) DOAs, two (2) ORADs, nineteen (19) Emergency Certifications, five (5) Enforcement Orders, and twenty (20) COCs. The Commission held twenty-two (22) public meetings over the course of the year.

The Conservation Commission meets twice a month, except for July and August where meetings are held once a month. Beginning in 2023, the Conservation Commission will also meet once within the month of December. All Conservation Commission meetings are open to the public and held on Wednesday evenings in the Town Hall Auditorium beginning at 6:30 P.M. Meetings are televised on the local cable channel.

The Conservation Office, which is part of the Department of Community Development, is located in the Town Hall at 1009 Main Street. The Town Hall is open to the public from 7:30 A.M. to 4:30 P.M., Monday through Friday.

Respectfully submitted,
Joseph Fontaine, Conservation Agent

PLANNING BOARD

The Tewksbury Planning Board consists of five-elected town residents. The Planning Board Officers Stephen Johnson, Chair; Robert Fowler, Vice Chair; and James Duffy, Clerk. Other members of the Board include Vincent Fratalia and Jonathan Ciampa. Member Eric Ryder resigned from the Board in July 2022. Subsequently, new member Jonathan Ciampa was appointed in August 2022. Member Jay Delaney departed the Board in April following the election of James Duffy.

The Planning Board reviews all new commercial projects and residential subdivisions proposed for construction in Town. The Planning Board, working with the Building Commissioner and the Community Development staff, is responsible for ensuring that new developments comply with land use regulations. The Planning Board strives to strike a balance between a landowner's right to develop, the interests of neighbors, and the Town as a whole.

The Planning Board issued 33 approvals for various projects ranging from signs, family suites, commercial projects, and residential developments. No new subdivision approvals were issued. Multiple businesses applied for and received approval for Sign Special Permits, including Starbucks, Tree House Brewing Company, and Ronnie's Car Care Center.

In addition to fulfilling its statutory duties as a special permit grant authority and subdivision control authority, the Planning Board continued to support additional initiatives including updates to the Zoning Bylaw and Housing Production Plan.

Board members are very active serving as representatives to other organizations; Robert Fowler and Stephen Johnson represented the Board on the Zoning Bylaw Committee, which had a substantial undertaking in revising the existing Zoning Bylaws. Vinny Fratalia represents the Board on the Community Preservation Committee and James Duffy represents the Board at the Northern Middlesex Council of Governments (NMCOG) council.

The Planning Board is committed to a long-term effort to implement the Master Plan vision, goals, and recommendations to enhance future growth and land use and improve the quality of life for Tewksbury residents.

Respectfully submitted,

Stephen Johnson, Chair
Planning Board

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee ("CPC") includes representatives from town boards and committees and one at large citizen member. In 2022, the CPC members were: Chairman John Deputat, Vice Chairman Tom Churchill, Pat Holland, Christopher Mullins, Vinny Fratalia, Jay Kelly and Town Manager Richard Montuori.

The Community Preservation Act ("CPA", MGL Chapter 44B) is statewide enabling legislation allowing cities and towns in the Commonwealth of Massachusetts to adopt a property tax surcharge with revenues from this surcharge (plus state matching funds) to be used for open space preservation, creation of community housing, preservation of historic buildings and landscapes, and creation of recreation opportunities.

The CPC requires that all proposed projects be eligible for CPA funding according to the requirements described in the legislation. At least 10% of the funds received in any fiscal year must be spent or set aside for each of the first three of those areas (open space, historic preservation and community housing). The remaining 70% of each year's funds can be spent or reserved in any of the four areas. In addition, up to 5% of the annual Community Preservation revenues can be spent on administrative and operating expenses of the CPC.

All CPA funding requests require the recommendation of the project by the CPC to Town Meeting, and a majority vote of Town Meeting.

The Community Preservation Committee convened in two meetings in 2022, March 29 and September 13, to discuss articles proposed at Annual Town Meeting. At May Annual Town Meeting, the articles concerned new benches on the Town Common, upgrades to the Skate Park as well as new bleachers at the football fields at Saunders Recreation Complex. The total project costs were estimated at \$30,000, \$157,000, and \$35,000, respectively, and were approved by Annual Town Meeting vote. Additionally, at Special Town Meeting in October, the article concerned an additional \$25,000 to complete the Skate Park upgrades.

Respectfully submitted,

John Deputat
Community Preservation Committee

FINANCE DEPARTMENT

ACCOUNTING REPORTS

Auditors Reports

Board of Assessors

Treasurer's Cash

Tax Collector

AUDITORS REPORTS

GENERAL FUND BALANCE SHEET

June 30, 2022

ASSETS			
General Cash			25,503,335.00
	COA	500.00	500.00
Uncollected Taxes:			
	Personal Property:		
	FY12	6,217.33	
	FY13	3,527.99	
	FY14	5,522.79	
	FY15	4,990.68	
	FY16	9,262.93	
	FY17	2,367.52	
	FY18	23,336.45	
	FY19	6,261.69	
	FY20	17,561.84	
	FY21	948.29	
	FY22	105,463.81	
			185,461.32
	Real Estate:		
	FY17	106.02	
	FY18	104.85	
	FY19	178.99	
	FY20	689.70	
	FY21	711.54	
	FY22	762,303.06	
			764,094.16
	Supplemental RE Tax FY21	3.96	3.96
	Motor Vehicle Excise:		
	FY06	10,050.43	
	FY07	13,261.93	
	FY08	14,017.84	
	FY09	12,322.94	
	FY10	8,951.18	
	FY11	13,247.22	
	FY12	11,406.09	
	FY13	16,600.45	
	FY14	15,486.83	
	FY15	11,215.12	
	FY16	13,484.84	
	FY17	15,638.87	
	FY18	19,375.90	
	FY19	23,211.61	
	FY20	40,553.79	
	FY21	92,702.73	
		442,491.52	774,019.29
	Boat Excise:		

FY05	116.00	
FY06	796.00	
FY07	1,035.00	
FY08	1,306.00	
FY09	1,402.00	
FY10	1,344.00	
FY11	1,364.00	
FY12	1,211.00	
FY13	1,093.00	
FY14	1,377.00	
FY15	1,425.00	
FY16	1,206.00	
FY17	1,224.00	
FY18	1,864.00	
FY19	1,992.00	
FY20	2,206.65	
FY21	396.00	21,357.65
Allowance for abatements and exemptions		
Prior Years	(4,121,333.22)	
FY20	(322,281.92)	
FY21	(292,100.60)	
FY22	(351,867.43)	(5,087,583.17)
Other Receivables:		
Tax Liens/Titles/Possessions	824,895.44	
Tax Foreclosure	1,726,102.16	
Deferred Taxes	258,008.77	
38D		
Ambulance Services	1,036,577.89	
Trash Carts		
Fire	102,513.26	
Veterans Services	153,025.53	
Due From State		
Due From Employees	11,217.10	4,112,340.15
TOTAL ASSETS		26,273,528.36
<u>LIABILITIES/RESERVES</u>		
Motor Vehicle Excise	774,019.29	
Boat Excise	21,357.65	
Ambulance Service	1,036,577.89	
Trash Carts		
Fire	102,513.26	
Veterans Benefits	153,025.53	758,476.26
TOTAL LIABILITIES		7,120,454.43
Fund Balances:		
Encumbrance Reserve	3,917,367.79	
Reserved for Expenditures		
Teachers Pay Deferral	(86,600.00)	
Reserved for Charter school	60,540.00	
Petty Cash	500.00	
Unreserved/Undesignated	15,024,585.68	

Reserved for Future Year	236,680.46
Debt	
Snow/Ice Deficit	
Des for Appropriation deficit	

TOTAL FUND BALANCES	19,153,073.93
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Total Liabilities/Fund Balances	26,273,528.36
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SPECIAL REVENUE FUNDS

June 30, 2022

Town Revolving/Grant Accounts

INS<150K-TOWN	1,252.27
INS<150K-FIRE	6,605.38
INS<20K-DPW	1,928.81
ARTS LOTTERY	10,816.14
PLANNING SIDEWALKS	158,839.57
PLANNING BOARD CONSULT EXISTING	3,562.12
PLANNING BOARD CONSULT NEW	12,298.48
CONS COMM CONSULT NEW PROJECTS	12,525.12
ZBA COMPREHENSIVE HOUSING PERMIT	4,282.50
SASO ESCROW DEPOSITS	95,385.44
COMMUNITY PRESERVATION	3,769,676.14
PARKS AND RECREATION	115,967.98
TRAFFIC SIGNAGE	758.31
RECORDS PRESERVATION	90,108.33
COA REVOLVING	93,394.37
GIS REVOLVING	50,212.07
RECYCLING REVOLVING	378,891.77
ENERGY EFFICIENCY	52,201.76
TAX TITLE PURPOSES CERTIFIED	9,552.34
BOARD OF HEALTH MEDICAL VACCINE	1,596.46
ELECTION GRANT	19,548.64
PRIMARIES	18,707.39
DRUG CONTROL	21,445.38
LIBRARY AID	74,173.54
MUNICIPAL RECYCLING INCENTIVE	1,538.36
BULLET PROOF VEST	(5,411.64)
BT RESPONSE PLAN CFDA#93-283	229.12
FEDERAL EQUITABLE SHARING	10,414.87
PRIORITY DEV SITE/CH 43D	10,934.00
FY18 STATE 911 TRAINING GRANT	300.03
FY17 UNDERAGE DRINKING GRANT	0.01
WALMART SUMMER CONCERT SERIES	312.66
DPH SUBSTANCE PREVENTION	(15,404.59)
HOARDING RESPONSE TEAM	20.48
FY16 GREEN COMMUNITIES	2.00
FIRE IMPROVEMENTS RESPONSE	(33,378.27)
MAHONEY EMERGENCY RESPONSE	9,009.38
SEWER PUMP STATION GENERATORS	36,722.50
SAFE & SR GRANT	8,404.61
FY16 UNDERAGE DRINKING	586.03
COA FORMULA GRANT	54,226.93
FY17 STATE 911 TRAINING GRANT	153.97
FY17 STATE 911 SUPPORT & INCENTIVE GRANT	0.03
REGIONAL JAIL DIVERSION PROGAM	(43,520.22)
CIRCLE HEALTH (1ST RESPOMDER)	7,500.00
COMPLETE STREETS PROJECT PRIORITIZATION PLAN	-
2017 RIDE ASSESSMENT	12,614.60
BRIDGE/JDP PILOT TRANSPORTATION INITIATIVE	15,729.40
MVP PLANNING GRANT	-

RETAIL PROGRAM STANDARDS GRANT	189.14
OJP GRANT (REG. POL. MENTAL HEALTH COLLAB.)	(19,038.59)
FY20 STATE 911 TRAINING GRANT	-
BRIDGE PROGRAM MAILING	-
2020 COMMUNITY COMPACT IT GRANT	0.29
AMBULANCE GRANT	296.39
DEPT OF INDUSTRIAL ACCIDENTS GRANT	-
ALZHEIMERS FOUNDATION OF AMERICA GRANT	2.83
EMERGENCY COVID-19	-
STIMULUS RELIEF FUND	10.43
MASS DEP SMALL SCALE INITIATIVE	1,500.00
ESMV COVID GRANT	1.43
FEMA COVID	(79,271.67)
CARES COVID	474,795.46
STANTON FOUNDATION K-9 GRANT	14,944.87
CTCL COVID-19 RESPONSE GRANT	-
CORONAVIRUS EMERGENCY SUPPLIES	-
BIDLS AGREEMENT	15.10
SMALL BRIDGE GRANT	-
FY20 EMPG GRANT (RADIO EQUIPMENT)	332.00
FY19 ASST TO FIREFIGHTER GRANT	5,607.82
WALMART GRANT - COMFORT DOG	1,232.13
Tareila Grant	956.00
CLFRF REIMBURSEMENT PROGRAM	3,185,235.95
MASSCALL3	(32,877.56)
MIIA F&G FY22 FLEX GRANT	-
CRISIS INTERVENTION TTAC	(25,205.79)
FY22 COMMUNITY GRANT	3,000.00
FY22 FIREFIGHTER SAFETY EQUIPMENT	(2,456.00)
SIDEWALKS & STORMWATER INFR	100,000.00
RT 133 IMPROVEMENTS	27,366.68
VETERANS GIFTS& DONATIONS	2,196.61
CABLE TV GIFT	1,201.24
FIRE GIFTS	321.51
DOG POUND GIFT	500.00
VICTOR SEWER GIFT	7,827.88
HOMECOMING GIFTS	2,059.74
LIBRARY GIFTS	12,099.53
FIRE HYDRANT GIFTS	137.55
RECYCLING COMMITTEE GIFTS	-
POLICE GIFTS	16,615.87
DPW GIFTS	250.00
TAX ASSISTANCE PROGRAM	10,605.29
COA GIFT	701.03
TOWN MANAGER GIFT	1,090.56
HANOVER GROUP GIFT	115,854.22
LIBRARY SCHOLARSHIP	24.00
DOG GIFTS	82.89
TEWKS ECONOMIC DEVELOPMENT	6.69
PLANNING BRD GIFT	31,404.78
SHAWSHEEN PLACE	961.50
EAST ST ROADWAY IMPROVEMENT	75,000.00
WALMART - TRIAD	868.28
NAT'L GRID NORTH & LIVINGSTON	50,620.00
PULTE GROUP GIFT	651,879.60

NET METERING/SOLAR CREDIT	9,050.00
CAMOSCIO FAMILY GIFT	4,500.00
NE GRASSROOTS ENVIRONMENT	4.43
PROCEEDS FROM SALE OF TOWN LAND	1,340.65
WEIGHTS/MEASURE FINES	1,252.00
DRUG FORFEITURE	26,018.09
COA STIPEND	1,170.09
CONSERVATION ENGINEERING	2,540.18
WETLANDS PROTECTION	48,753.84
COMM DEV SEWER DESIGN REVIEW	575.36
ST CLAIR SEWER ESCROW	40,200.00
DOG FUND	39,105.92
SPORTING FEES	590.65
FIRE/HAZMAT	1,317.17
RECYCLING BINS	2,304.12
ZBA CONSULTING SERVICES	762.50
WOBURN ST IMPROVEMENT	25,000.00
DRAINAGE DEPOSITS	10,000.00
BOND REVOCATION	10,000.00
DISASTER RELIEF FUND	1,433.31
OAKDALE PLAZA IMPROVEMENTS	48,000.00
FIRESETTERS INTERVENTION PRGM	562.56
POLICE MAPC	1,735.97
PL BD AFFORDABLE HOUSING CPA (NEW)	40,000.00
CODE ENFORCEMENT	1,625.00
PARK ACTIVITY & PROG DONATIONS	7,022.00
REVALUATION SPECIAL ARTICLE	911.35
PWH ANIMAL ASSITED CRISIS	10,952.19

Total Town Revolving/Grant Accounts

10,050,387.63

School Revolving/Grant Accounts

FACILITIES RENTAL-SCHOOL	61,299.39
HIGH SCHOOL PARKING	75,789.69
HIGH SCHOOL CLUBS	78,673.09
HIGH SCHOOL ATHLETICS	88,752.52
WYNN SCHOOL ATHLETICS	78.10
WYNN SCHOOL CLUBS	10,313.04
RYAN SCHOOL CLUBS	787.50
PSAT	23,753.92
SCHOOL RECREATION	1,165.47
SCHOOL LUNCH	1,113,370.29
ATHLETIC FUND	13,795.66
ADULT EDUCATION	111,115.37
EXTENDED DAY	34,971.04
PRE-SCHOOL PROGRAM	178,886.81
FULL DAY KINDERGARTEN	27,127.63
SCHOOL RECREATION BASKETBALL	63,966.52
TEXTBOOKS	6,225.21
NEW START PROGRAM	4,872.44
CICUIT BREAKER FUND	2,197,490.36
INSURANCE PROCEEDS	16,515.31
COPY CENTER	1,211.62
HALL OF FAME	1,025.00
PRESCHOOL EXTENDED DAY	59,491.68

NPEN	440.32
ALPHABEST TUITION REVENUE SHARE	74,982.22
REMEDIAL READING	1,341.90
EARLY CHILDHOOD	22,664.26
TITLE I	(1,174.79)
TITLE IIA EDUCATOR QUALITY	61,287.08
TITLE VI-STUDENT SUPPORT #309	3,922.27
FY22 TITLE III DESE	1,074.97
FUEL UP TO PLAY 60	771.28
SPED 240 GRANT	16,787.74
BIG YELLOW SCHOOL BUS	2,900.00
FY18 INNOVATION PATHWAY PLANNING	9,149.68
21ST CENTURY LEARNING GRANT	2,619.15
FEDERAL EMERGENCY IMPACR AID	109.75
ISELAL (151)	3,921.34
FY22 ESSER II	4,865.93
FY22 ESSER III	277,369.00
FY22 ACC LIT LRNG FC719	20,000.00
FY22 SPED_YALD	5,000.00
HB VERIZON AWARD	183.54
SCHOOL GIFT	28,835.16
SCHOLARSHIP GIFTS	1,500.00
SCHOLARSHIP FUND	1,237.79
EDUCATION FUND	3,638.49
HIGH SCHOOL GIFTS	10,867.93
FY22 ARP PK IDEA	1,076.93
FY22 ARP IDEA	11,234.93
LONG RANGE SCHOOL SPACE PLAN	2,073.07
SPECIAL EDUCATION RESERVE FUND	725,000.00
Total School Revolving/Grant Accounts	<u>5,464,357.60</u>

CAPITAL PROJECTS/SPECIAL ARTICLES

June 30, 2022

TMHS CONST	1,545,612.23
FY15#21	241,022.65
FEAS/TRAHA	628,280.64
911 RECC	(904,840.97)
CTR FIREST	927,968.33
TRANS PROJ	3,907.77
ELEMENTARY	9,283,026.30
STORMWATER	(193,282.98)
STM10/04#9	30,029.90
ATM#16 5	37,592.32
CHAP 90	(35,173.19)
SWR ARTICL	1,348,713.81
#17 5/12	453.56
WTR ARTICL	4,446,668.50
ATM5/02 #8	86,981.38
5/05 #3	2,083.22
10/08 #5	17.43
ATM5/12#11	1,780.00
WATERLINES	369,917.69
WATERLINES	669,434.84
CABLE ART	3,895.25
TOWN HALL - CPA RESTORATION	64,772.99
ELLA FLEMING SCHOOL - CPA RESTORATION	0.47
TENNIS COURTS	3,077.17
LONG POND 10/9 ART #12	10,938.30
REHABILITATE PLAYGROUND	88.83
CPA RECORDS PRESERVATION	158,601.25
FY14 REHAB WAMESIT PARK	47,650.21
FY16 MARSHALL HOUSE	31,500.00
FY16 RAIL TRAILS	10,200.00
REHAB STRONG FIELD	3,642.18
FY16 BAY CIRCUIT TRAIL BOARDWALK	1,523.82
REHAB MICO KAUFMAN MEMORIAL	800.00
H.S. TENNIS COURTS DRAINAGE ART #15	2,700.00
REHAB STATE HOSPITAL CEMETERY	83,982.36
REPLACE FRESCA FIELD FENCE	5,200.00
DEMARCATING OPEN SPACE	2,595.00
ENHANCE EXISTING TRAILS	11,944.65
RESTORE STATE HOSPITAL CEMETERY	202,997.64
DESIGNING BIKE PATH	50,000.00
EXPAND TRAIL AT CHANDLER ST WELLFIELDS	40,000.00
FITNESS COURT AT SAUNDERS REC AREA	1,883.00
TREATING AND CLEARING AT LONG POND	23,892.50
SAUNDERS RECREATION AREA NEW LIGHTS & POLES	29,452.52
TOWN & HISTORIC SOCIETY HISTORICAL INVENTORY	11,850.15
NEW LIGHTS & POLES AT EAST ST BASEBALL FIELDS	63,798.79
RENOVATE ELLA FLEMING SCHOOL	118,155.00
LIGHTS & POLES HAZEL FIELD	202,976.00

IMPROVE EXISTING TRAIL NETWORK	40,000.00
DRAIN IMPROV. SAUNDERS REC	8,734.00
TOWN COMMON BENCHES	28,000.00
SAUNDER REC SKATE PARK IMPROV	157,000.00
SAUNDERS REC BLEACHER INSTALL	45,000.00

Total Capital Projects

19,957,045.51

Articles

Town Manager

STM FY19 Prior Year Invoices

Compensated Absence

149,355.67

FY2021 prior year invoices

362.67

FY2022 Prior Year invoices

3,215.61

DPW & School Maint Facility

426,665.00

Accounting

Professional Services- Adopt an island

425.00

Treasurer/Collector

BAN Interest

187.85

Assessor

Administrative Services

Town Clerk

Planning

Police

Fire

Boiler Center Fire station

49,878.00

Professional Services- Deputy FD3

6,893.23

School

District Wide Security

789.43

School (Entrance/sidewalk/vest)

40,000.00

Digital filing system

24,400.00

HB & Dewing Capital improvement

41,229.30

DPW

STM 10/3/17 #3 FY18 Sidewalk Construction

336.87

Sidewalk Improvements

245,107.72

Design/Eng Traffic Lights

8,530.00

Sidewalk Improvements

261,273.85

Loader

30,866.32

Contamination Cleanup

24,623.93

RUBBISH

COA

Library

Library Carpet

57,399.00

Parking Lot and Grounds

500.00

	Parks	
	Police Department Upgrades	110,039.80
Total Articles		<u>1,482,079.25</u>
Sewers Articles	ATM Sewer Pump Station Modification	927.98
	Sewer Pump Station	175.20
	Sewer Pump Station Modification	72,327.33
	Inflow & Infiltration Control	49,319.80
	Backhoe	72,500.00
Total Sewers		<u>195,250.31</u>
Water Articles	Art #9 FY15 Construction	98,379.29
	Art #9 FY15 Engineering services	6,860.00
	Astle Tank Consulting engineering	4,600.00
	Water Main Distribution System improvement	24,280.36
	Water Tank Upgrade	25,270.91
	Water Dist Upgrade	3,073.77
	Water Distribution Improvement	41,307.16
	Risk & Resiliency Assessment	5,600.00
	Loader	100,000.00
	Backhoe	31,000.00
Total Water		<u>340,371.49</u>
Mass Highway Grants	Chapter 90 Projects	(35,173.19)
Total Mass Highway Grants		<u>(35,173.19)</u>

TRUST & AGENCY FUNDS
June 30, 2022

	Conservation	143,344.74
	Foster	30,048.28
	Pierce	1,983.87
	Cemetery	27,948.78
	Stabilization	9,595,988.57
	Fairgrieve	84,780.72
	Mahoney	1,836.46
	Affordable Housing	5,235,723.41
	OPEB	7,751,969.52
	Health Insurance	10,523,543.70
	Occupational Injury	120,072.13
	Health Insurance Mitigation	27,771.00
	Sewer Stabilization	3,864,238.69
	Water Stabilization	1,897,352.10
Total Trusts		<u>39,338,978.19</u>
Bank Books/Bonds in Treasurer's Custody		
	Planning Projects	1,114,249.65
	Conservation Commission	160,614.76
	Sewer Installers Bonds	495,000.00

Total Bank Books in Treasurer's Custody		<u>1,769,864.41</u>
Agency Funds	Deputy Collector	576.32
	Criminal History Board	7,015.50
	Parks Security Deposit	1,300.00
	Snack Bar Deposit	288.00
	Student Activities H.S.	52,890.52
	Student Activities Dewing	14,208.83
	Student Activities Trahan	8,312.31
	Student Activities Ryan	2,102.99
	Student Activities Heathbrook	16,927.24
	Student Activities Wynn	65,949.43
	Student Activities North St	6,623.81
	ZBA Deposits	13,784.00
	Invoice Cloud	805.00
	Police Detail	(264,086.45)
	Fire Detail	<u>(31,573.50)</u>
Total Agency Funds		<u>(104,876.00)</u>

DEBT OUTSTANDING

June 30, 2022

	Repair Sewer Pumps ATM 5/05 #15	410,000.00
	Water System Improve ATM 5/07 #9	70,000.00
	Ames Hill Tank ATM 5/09 #18	50,000.00
	TMHS STM 3-1-10 GOB 2011	12,110,000.00
	Sewer Pump Station 5/07 #15	160,000.00
	TMHS Feasability 5/08 #2 2011	235,000.00
	Water Lines #10 5/14 11-18-14	420,000.00
	Refi "04 & 05" Water 11-18-14	360,000.00
	Refi "04 & 05" Sewer 11-18-14	460,000.00
	TMHS 3-1-10 11-18-14	1,950,000.00
	Town Hall (CPA Historical) 11-18-14	2,990,000.00
	Refi "06" Water Tank BAN 2015	55,000.00
	Refi "06" Water Main BAN 2015	100,000.00
	Refi "06" Sewerage BAN 2015	4,635,000.00
	Water Treatment Plant 12-1-5	8,750,000.00
	MWPAT 2 STM 10/04 #6	2,079,129.00
	Sewer Seneca/Master ATM 5/02 #7	100,000.00
	Town Wide Sewer STM 10/02 #1	35,130,000.00
	New Center Fire Station 5/17	12,000,000.00
	Sutton Brook Rem STM 10/15 #13	2,870,000.00
	Senior Center Construction	345,000.00
	New Elementary 5/19 ATM (ART8)	46,260,000.00
	Waterlines 5/19 ATM (ART12)	1,200,000.00
	Waterlines 6/22 ATM (ART 11)	1,030,000.00
	Fire Hydrants	300,000.00
Total Maturing Debt		<u>134,069,129.00</u>
Loans Authorized/Unissued	Ames Hill Tank 5/18 #18	25,000.00
	Annex solar Panel 10/09 #8	85,000.00
	TMHS Construction 3/10 #1	10,766,582.00
	Road Drainage Improvements 5/10 #2	3,000,000.00
	WTP 5/15 Art #21	42,566.74
	New Center Fire Station 5/17	2,500,000.00
	New Elementary 5/19 ATM (ART12)	38,503,724.00
	Waterlines 6/22 ATM (ART 11)	1,500,000.00
	Astle St Watertank	1,800,000.00
Total Loans Unissued		<u>58,222,872.74</u>

FY2022 DEBT SERVICE PAYMENTS

	<u>Principal</u>	<u>Interest</u>
Senior Center	120,000.00	16,500.00
Roof Repair 2012 BAN	10,000.00	200.00
Fire Hydrants	75,000.00	18,500.00
Wynn School 2012	83,730.00	1,674.60
Wynn School 2012	145,425.00	2,908.50
Seneca/Navillus	15,000.00	4,750.00
Sewer Pump Station	45,000.00	7,750.00
Sewer Green 2012	14,980.00	299.60
Sutton Brook Landfill	205,000.00	93,531.26
Central Fire Station	750,000.00	433,125.00
Master Sewer	4,935,000.00	1,487,543.76
Sewer Pumps	65,000.00	18,050.00
Sewer Refi 04 & 05	40,000.00	20,537.50
Sewer Refi 06	380,000.00	171,506.26
Water - System improvement	10,000.00	2,900.00
Water - Ames Hill Tank	25,000.00	3,750.00
Water - Water Mains 2012	100,000.00	2,000.00
Water Ref 2012 BAN	12,340.00	246.80
Water Ref 2012 BAN	3,525.00	70.50
MWPAT Water	391,453.00	45,497.11
Water-Water Lines #10	140,000.00	24,325.00
Tewksbury High School	3,610,000.00	601,800.00
Tewksbury High School Design	70,000.00	11,700.00
Tewksbury High School	150,000.00	72,000.00
Town Hall (CPA)	230,000.00	110,400.00
Refi 04 & 05 Water	155,000.00	24,568.76
Refi 06 Water Tank	15,000.00	2,750.00
Refi 06 Water Main	30,000.00	5,100.00
Water Treatment Plant	625,000.00	319,531.26
Install Water Lines	175,000.00	67,050.00
New Elementary School	2,725,000.00	1,932,450.00
Install Water Lines	130,000.00	54,250.00
Short Term: Purchase LED street lights	271,483.00	187.85
Totals Paid	15,752,936.00	5,557,453.76

FY 2022 REVENUE REPORT

Taxes/Interest/Penalties:

Personal Property	9,426,190.93	
Real Estate	91,407,426.51	
Supplemental Taxes	140,866.27	
Deferred Taxes Redeemed		
Tax Titles Redeemed	178,178.57	
Tax Liens Redeemed		
Foreclosure Vacated		
Tax Possession Sold		
Gain on Sale of Town Land		
Motor Vehicle Excise	4,959,641.83	
Boat Excise	2,857.39	
Penalties/Interest/Legal:		
Tax Titles	57,622.00	
Def Tax		
Real/Pers/MVX/Boat	185,101.59	
Payments in Lieu of Taxes	8,930.80	
Assessor 38D		
Proforma Taxes		106,366,815.89

Charges/Fees:

Ambulance Charges		
Demand Fees	111,734.12	
Municipal Lien Certificates	36,800.00	
Misc fee- tax title	1,351.43	
Collector Demands		
RMV Releases	19,900.00	
Trailer Park Fees	22,176.00	
Constable Fees		
Cell Tower rentals	551,739.60	
Charging station		
Sundry Rentals		
Tower Rentals		
Miscellaneous		
Premium on Bond Sales		743,701.15

From the Commonwealth:

Abatements:		
Surviving Spouses/Veterans/Blind	495,942.00	
Schools:		
Chap. 70 Aid	13,423,895.00	
Transportation		
Charter Schools	378,844.00	
Police Incentive		
Veterans Benefits	165,484.00	
FEMA/MEMA Reimbursement		
Lottery/ unrestricted aid	3,058,940.00	
State grant		
State-Owned Land	262,524.00	
Medicaid Reimbursement	368,403.41	
Homeless Transportation	26,118.27	18,180,150.68

Other Revenue Sources:

Hotel/Motel Tax	956,262.95	
FEMA Federal Reimbursement		
Investment Earnings	(160,287.34)	
Premium on bond sales	(2,000.00)	

Meals Tax	725,820.70	
Misc Rev	3,508.13	
Misc Non-recurring	99,879.76	
Sale of Property	330,362.84	
Medicare D Reimbursement	162,339.39	
Fire Medicare Reimb		
DPW Damage Recovery		
NESWC Refunds		
Sale of Fixed Assets		
Misc Reimbursements		
Puerto Rico FY18		
Transfers In		
Transfers from General Fund		2,115,886.43

Departmental Fees:

Manager/Selectmen		
Cable Franchise		
Assessors	4,075.00	
Treasurer/Collector	12,396.00	
Clerk	56,793.65	
Conservation		
Planning	14,214.00	
Appeals		
Police		
Towing Fees	5,491.74	
Special Detail Adm.- Police	97,948.53	
" " " - Fire	1,339.25	
Fire Inspections	12,545.00	
Fire	1,136.76	
Fire Reports	358.00	
Fire Ambulance charges	1,744,734.78	
Building	13,452.00	
Wiring	62,466.00	
Plumbing	50,040.00	
Weights/Measures	9,879.00	
Demolition	1,797.00	
School	36,225.00	
Trash Carts		
CRT Collections		
Hazardous Waste		
Health Miscellaneous	715.74	
Library	1,077.31	
Dog Fees	500.00	
DPW		2,127,184.76

Licenses/Permits:

Alcoholic Beverages	99,275.00	
Selectmen	11,575.00	
Police	8,682.50	
Fire	14,960.00	
Building	760,816.72	
Public Works		
Street & Sidewalk Openings	9,350.00	
Trench Safety	12,210.00	
Physical Alteration	9,870.00	
Health	75,260.00	1,001,999.22

Fines:

State/Local Courts	40,690.37	
False Alarms		
In Lieu of Fines		

Library	40.34
Parking	7,664.00
Marijuana	1,000.00
Weights & Measures	
Zoning	3,768.00
53,162.71	
Total General Fund Revenue	<u>130,588,900.84</u>

FY2022 APPROPRIATION RECAP

	APPROPRIATED	EXPENDED	BALANCE
MODERATOR			
Salary	450.00	450.00	-
Operating	75.00		75.00
SELECTMEN			
Salaries	28,553.00	23,400.00	5,153.00
Operating	154,877.12	124,312.73	30,564.39
MANAGER			
Salaries	490,647.30	490,047.30	600.00
Operating	123,432.25	104,779.92	18,652.33
FINANCE COMMITTEE			
Salaries	2,515.00	260.41	2,254.59
Operating	679.00	345.00	334.00
Reserve Fund	24,466.15		24,466.15
ACCOUNTING			
Salaries	274,488.00	260,539.55	13,948.45
Operating	184,350.54	167,203.40	17,147.14
Outlay			
COMPUTER SERVICES			
Salaries	168,573.00	144,847.32	23,725.68
Operating	209,772.92	184,537.92	25,235.00
Outlay	-	-	-
ASSESSORS			
Salaries	287,795.00	272,996.79	14,798.21
Operating	70,544.01	58,689.09	11,854.92
Outlay			
TREASURER/COLLECTOR			
Salaries	338,854.29	336,039.62	2,814.67
Operating	86,292.85	67,307.13	18,985.72
Outlay			-
TOWN COUNSEL	171,782.50	118,082.50	53,700.00
PERSONNEL REVIEW BOARD			-
ADMIN. SERVICES			
Salaries	113,265.00	110,786.36	2,478.64
Operating	42,922.28	38,494.22	4,428.06

CLERK			
Salaries	306,246.01	299,271.84	6,974.17
Operating	22,452.75	16,134.92	6,317.83
Outlay			-
ELECTIONS			
Salaries	19,033.99	15,332.09	3,701.90
Operating	18,845.00	10,928.55	7,916.45
REGISTRARS			
Salaries	2,850.00	2,850.00	-
Operating	700.00	523.81	176.19
PLANNING			
Salaries	212,327.00	177,848.76	34,478.24
Operating	40,684.82	29,947.85	10,736.97
Outlay	13,346.42	-	13,346.42
TOWN HALL			
Salaries	58,173.93	58,053.46	120.47
Operating	232,911.52	195,327.01	37,584.51
AUXILIARY BUILDINGS			
Operating		-	-
Outlay			-
TOWN UTILITIES			
			-
POLICE			
Salaries	6,874,656.30	6,831,609.98	43,046.32
Operating	918,731.67	797,907.30	120,824.37
Outlay	400,185.70	320,499.15	79,686.55
FIRE			
Salaries	5,726,946.00	5,682,250.04	44,695.96
Operating	556,127.55	423,318.34	132,809.21
Outlay			-
RECC			
Assessment	490,809.00	400,000.00	90,809.00
BUILDING			
Salaries	358,012.31	344,573.20	13,439.11
Operating	14,774.00	13,319.35	1,454.65
Outlay			-
EMERGENCY MANAGEMENT			
Salaries		-	-
Operating	1,898.56	1,898.56	-
Outlay			-

PARKING CLERK			
Salaries	4,000.00	4,000.00	-
Operating	1,330.00	123.00	1,207.00
SCHOOLS			
Salaries	36,272,549.33	35,858,443.59	414,105.74
Operating	34,722,498.98	32,037,941.24	2,684,557.74
Outlay	2,280,146.20	1,898,798.18	381,348.02
REGIONAL VOCATIONAL SCHOOL			
Regional vocational school	6,843,037.00	6,843,036.96	0.04
Essex north shore technical HS	142,731.00	113,276.00	29,455.00
DPW ADMINISTRATION			
Salaries	295,497.89	273,442.54	22,055.35
Operating	97,108.36	36,119.85	60,988.51
Outlay			-
DPW ENGINEERING			
Salaries	183,766.00	162,446.84	21,319.16
Operating	12,756.44	1,375.92	11,380.52
DPW HIGHWAY			
Salaries	926,360.00	900,597.52	25,762.48
Operating	518,457.65	213,824.08	304,633.57
Outlay			-
DPW FORESTRY			
Operating	150,932.08	96,910.18	54,021.90
Outlay			-
DPW FLEET			
Salaries	216,956.00	196,928.05	20,027.95
Operating	654,704.40	449,118.61	205,585.79
Outlay	4,029.25	3,162.70	866.55
DPW ELECTRIC			
Operating			-
Outlay			-
SNOW / ICE			
Salaries	197,763.88	197,763.88	-
Operating	658,425.84	596,576.39	61,849.45
Outlay	-	-	-
STREET LIGHTING			
Operating	481,688.76	346,959.05	134,729.71
CEMETERY			
	-	-	-
RUBBISH			
Rubbish Collection	1,688,722.73	1,551,220.68	137,502.05
Rubbish Disposal	936,000.00	854,746.20	81,253.80
Condo Trash Collection			-

Legal Services	-	-	-
Sutton Brk Remediation	99,540.00	99,000.00	540.00
Solid Waste Legal	1,000.00		1,000.00
Recycling Programs	-	-	-
Rubbish Stabilization			-
HEALTH			
Salaries	254,933.00	222,968.80	31,964.20
Operating	41,383.15	27,899.78	13,483.37
COA			
Salaries	258,990.36	256,962.15	2,028.21
Operating	182,727.95	178,376.64	4,351.31
Outlay			-
VETERANS SERVICES			
Salaries	110,249.00	93,822.02	16,426.98
Aid/Operating	398,722.05	210,528.60	188,193.45
EXCEPTIONAL CHILDREN			
Salaries			-
Operating			-
COMMUNITY EVENT	52,602.36	45,487.75	7,114.61
LIBRARY			
Salaries	1,061,437.00	1,047,408.08	14,028.92
Operating	393,191.12	378,300.54	14,890.58
Outlay	-	-	-
FACILITIES & GROUNDS			
Salaries	313,232.93	290,853.54	22,379.39
Operating	320,205.25	202,714.54	117,490.71
Outlay	35,000.00	34,190.80	809.20
DEBT/INTEREST			
Principal	4,167,227.92	3,892,490.00	274,737.92
Interest/Debt	2,152,655.00	1,417,074.81	735,580.19
Interest/Temp. Loans	-	-	-
EMPLOYEE BENEFITS			
Retirement	7,031,700.00	7,031,700.00	-
Teachers E.R.I.			-
Occup.Injury Reserve	125,000.00	125,000.00	-
Unemployment Comp.	10,385.00	1,540.00	8,845.00
Group Insurance	4,576,350.00	4,349,304.27	227,045.73
Medicare	357,241.00	344,384.10	12,856.90
FIRE /LIABILITY INSURANCE	482,662.00	429,292.00	53,370.00
STATE & COUNTY ASSESSMENT			
Operating	1,913,394.00	1,805,089.00	108,305.00
	130,673,338.62	123,245,912.35	7,427,426.27

SEWER ENTERPRISE FUND BALANCE SHEET

June 30, 2022

ASSETS

Cash		7,052,105.21
Def Tax Sewer Connect		-
Def Tax Sewer Lien		4,033.24
Sewer Connections		
FY17	-	-
Sewer Rates		
FY20	1,198.04	
FY21	4,008.70	
FY22	413,208.08	
		418,414.82
Sewer Liens		
FY22	17,922.59	17,922.59
Sewer Connection Liens		
FY17	-	-
TOTAL ASSETS		7,492,475.86

LIABILITIES/RESERVES

Warrants Payable		20,766.79
Accrued Payroll		5,106.91
Bans Payable		-
Special Detail Payable		-
Other Liabilities		20,000.00
Deferred Revenues		
Sewer Connection	-	
Sewer Connection Lien	-	
Sewer Rec/Tax Liens	4,033.24	
Sewer Lien	17,922.59	
Deferred Revenue- Sewer Rates	418,414.82	
Sewer Rate		440,370.65
TOTAL LIABILITIES		486,244.35

FUND BALANCES:

Encumbrance Reserve	92,124.61	
Reserved Expenditures	750,000.00	
Res for Future Year Debt		
Unreserved/Undesignated	6,164,106.90	
TOTAL FUND BALANCES		7,006,231.51
Total Liabilities/Fund Balances		7,492,475.86

FY2022 SEWER REVENUE REPORT

Sewer Enterprise Fund

Transfer In

Bond Premiums

Interest	19,822.64
Lein Interest	2,630.44
Demand Fees	24,928.56
Connection Fees	164,200.00
Sewer Rates FY21	167,529.17
Sewer Rates FY22	6,073,607.56
Sewer Liens FY21	18,761.51
Sewer Liens FY22	226,921.83
Drainlayer Renewal Fees	11,000.00
Application Fee	8,460.00
Miscellaneous Revenue	
COVID Fed Cares	-
State Aid	24,775.00
Investment Earnings	(72,473.56)
Transfer From G/F	-

Total Sewer Enterprise Fund Revenue

6,670,163.15

SEWER CAPITAL EXPENDITURES

Articles

ATM 5/13#14B FY14 Sewer Pump Stn Mod	72,327.33
ATM 5/14#11B Pump Stn Upgrade	927.98
ATM 5/15#22 FY16 Andover St Forgrde	175.20
ATM 5/7#15 Infiltration & Inflow Control	49,319.80
Backhoe	72,500.00

Total Capital Expenditures 195,250.31

195,250.31

FY2022 SEWER OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
DPW SEWER			
Salaries	423,487.00	371,186.03	52,300.97
Operating Outlay	2,007,586.62	1,732,441.62	275,145.00
			-
DEBT/INTEREST			
Principal	2,732,490.00	2,732,490.00	-
Interest/Debt	980,133.00	855,218.55	124,914.45
Interest/Temp. Loans			-
RESERVE FUND	60,000.00	-	60,000.00
TRANSFER IN/OUT	1,023,785.00	1,023,785.00	-
EMPLOYEE BENEFITS			
Retirement	80,323.00	80,323.00	-
Group Insurance	132,241.00	132,241.00	-
Medicare	6,126.00	6,126.00	-
LIABILITY INSURANCE	25,301.00	25,301.00	-
ALLOCATED GENERAL FUND COSTS:			
MANAGER			
Salaries	9,886.00	9,886.00	-
Operating			-
ACCOUNTING			
Salaries	5,667.00	5,667.00	-
Operating	4,382.00	4,382.00	-
COMPUTER SERVICES			
Salaries	1,828.00	1,828.00	-
Operating			-
Outlay			-
TREASURER/COLLECTOR			
Salaries	24,622.00	24,622.00	-
Operating	8,224.00	8,224.00	-
ADMIN. SERVICES			
Salaries	1,523.00	1,523.00	-
Operating	386.00	386.00	-
DPW- water			
Salaries	282,402.00	282,402.00	-
Operating	119,990.00	104,990.00	15,000.00
Outlay			-
	7,930,382.62	7,403,022.20	527,360.42

WATER ENTERPRISE FUND BALANCE SHEET

June 30, 2022

ASSETS

Cash		2,128,818.32
Def Tax Water Lien		5,553.78
Cross Connection		
Refuse Access		
Water Connections		-
Water Rates		
FY20	952.78	
FY21	3,678.31	
FY22	513,852.75	
		518,483.84
Water Liens		
FY19	8.00	
FY22	25,891.87	
		25,899.87
Commercial Water Meters		
TOTAL ASSETS		2,678,755.81

Warrants Payable	79,996.91
Accrued Payroll	19,460.99
Due From State	

Deferred Revenues		
Connections		
Rec/Tax Liens	5,553.78	
Rates	518,483.84	
Refuse Access		
Liens	25,899.87	
Meter Replacement		549,937.49
TOTAL LIABILITIES		649,395.39

FUND BALANCES:		
Encumbrance Reserve	276,508.99	
Reserve for Future Year		
Debt	185,087.59	
Unreserved/Undesignated	1,567,763.84	

TOTAL FUND BALANCES	2,029,360.42
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Total Liabilities/Fund Balances	2,678,755.81
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FY2022 WATER REVENUES

Water Enterprise Fund

Transfer in	-
Bond Premiums	
Interest	28,160.59
Lien interest	5,040.47
Demand Fees	24,928.70
Cross Conn Servey	
Misc Water Service	14,947.07
Connection Fees	54,636.60
Water Rates FY21	179,610.62
Water Rates FY22	7,132,231.34
Water Liens FY21	35,640.21
Water Liens FY22	356,638.61
Application Fee	7,665.00
Water Meters	31,629.00
Water Cost Recovery	
Misc Revenue	325.00
COVID Fed cares revenue	
Investment Earnings	(41,274.84)
Transfer From G/F	
Nat'l Grid Utility Incentives	

Total Water Enterprise Fund Revenue

7,830,178.37

WATER CAPITAL EXPENDITURES

Water Ent Articles

Replace Water Lines		
Replace Various Water Lines Art 5/12 #17	174,546.44	
East St PLC Water Lines	825,000.00	999,546.44
FY14 Water Tank upgrade	25,270.91	
FY16 Water Main Repair & Replace STM 5/4/16#11	24,280.36	
Water Distribution Upgrades ATM 5/1/17#11	3,073.77	
FY19 Water distribution upgrades	41,307.16	
F550 Dump w/plow pkg		
Risk & Resiliency assessment	5,600.00	
Loader	100,000.00	
Backhoe	31,000.00	
		230,532.20
FY15 Dist Sys Improve Art #9		
Construction	98,379.29	
Engineering	6,860.00	105,239.29
Water Tanks		
FY16 Astle St Tank #18	4,600.00	4,600.00
		-
Total Water Capital Expenditures		1,339,917.93

WATER OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
WATER DISTRIBUTION			
Salaries	691,116.25	641,208.88	49,907.37
Operating	484,260.54	229,460.04	254,800.50
Outlay	12,249.00	-	12,249.00
WATER TREATMENT			
Salaries	1,059,343.75	927,191.48	132,152.27
Operating	1,581,380.34	1,032,909.72	548,470.62
Outlay			-
DEBT/INTEREST			
Principal	1,962,318.00	1,812,318.00	150,000.00
Interest/Debt	714,453.00	552,039.43	162,413.57
Interest/Temp. Loans			-
WATER OPERATING			
Transfer In/Out	2,383,947.00	2,383,947.00	-
EMPLOYEE BENEFITS			
Retirement	433,124.00	433,124.00	-
Group Insurance	358,286.00	358,286.00	-
Medicare	21,990.00	21,990.00	-
LIABILITY INSURANCE	90,939.00	90,939.00	-
RESERVE FUND	5,000.00		5,000.00
WATER ENTERPRISE			
Transfer Out	-	-	-
ALLOCATED GENERAL FUND COSTS:			
MANAGER			
Salaries	9,886.00	9,886.00	-
Operating			-
ACCOUNTING			
Salaries	5,667.00	5,667.00	-
Operating	4,382.00	4,382.00	-
COMPUTER SERVICES			
Salaries	1,828.00	1,828.00	-
Operating			-
Outlay			-
TREASURER/COLLECTOR			
Salaries	24,622.00	24,622.00	-
Operating	8,224.00	8,224.00	-
	(308)		

TOWN COUNSEL

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ADMIN. SERVICES

Salaries	1,523.00	1,523.00	-
Operating	386.00	386.00	-

DPW

Salaries	284,516.00	284,516.00	-
Operating	108,185.00	108,185.00	-
Outlay			-

10,247,625.88	8,932,632.55	1,314,993.33
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BOARD OF ASSESSORS

Joanne Foley, MAA Chairman
Barbara A. Flanagan
Susan Moore

Phone: (978) 640-4330
11 Town Hall Ave.
7:30 am - 4:30 pm

The Assessors' Department operates under the authority of the Department of Revenue. It has a full time Chief Assessor, an office staff and a board that includes the Chief Assessor and two appointed members that serve on a part-time basis. The Board of Assessors is responsible for administering Massachusetts property tax laws equitably by estimating the fair market value of all real and personal property in Tewksbury. The office is responsible for adhering to strict certification requirements of the Department of Revenue. To meet these requirements, the assessors are obligated to revalue all properties yearly and, once every five years, undergo a state recertification audit.

	FY-2022	FY-2023
Total Taxable Value of Real Property	\$5,565,717,592	\$6,260,234,547
Total Taxable Value of Personal Property	\$316,927,210	\$330,280,760
Total Taxable Value of Real and Personal Property	\$5,882,644,802	\$6,590,515,307
Total Value of Exempt Property	\$260,648,100	\$291,344,400

Tax Rates per \$1,000	Residential/Open Space	\$15.20	\$14.10
	Commercial/Industrial/Personal	\$27.25	\$26.59
	Motor Vehicle Excise	\$25.00	\$25.00

Total amount to be raised	\$153,362,980.30	\$162,552,114.96
Total estimated receipts and other revenue sources	\$52,550,183.15	\$56,967,751.08
Total tax levy	\$100,812,797.15	\$105,584,363.88
Overlay	\$ 760,227.44	\$ 643,478.53

	Count Fiscal Year 2022	Valuation Fiscal Year 2022	Count Fiscal Year 2023	Valuation Fiscal Year 2023
Single Family	7864	3,846,007,800	7894	4,366,425,400
Condo	2154	781,178,300	2170	863,227,200
MultiHouse & Other	20	14,621,700	21	15,619,900
Two Family	45	21,956,800	45	24,710,900
Three Family	13	7,471,600	13	8,871,300
Apartments & Boarding Hs	19	216,055,000	18	237,173,700
Vacant Land	564	30,900,412	557	34,992,446
Commercial	464	396,189,900	465	409,443,800
Industrial	238	212,935,480	238	252,518,801
Chapter	15	2,408,600	15	2,472,000
Mixed Use	30	35,992,000	31	44,779,100
Personal Property	779	316,927,210	814	330,280,760
Exempt	540	260,648,100	539	291,344,400

TREASURER'S CASH

CASH ON HAND JUNE 30, 2021	\$147,114,665.90
RECEIPTS TO JUNE 30, 2022	\$180,628,831.08
	\$327,743,496.98
PAID ON WARRANTS TO JUNE 30, 2022	(\$209,335,382.36)
BALANCE JUNE 30, 2022	\$118,408,114.62

DETAIL OF DEBT OUTSIDE OF THE DEBT LIMIT

WATER PROJECT-GENERAL LAWS, CHAPTER 44	\$14,114,129.00
SEWER PROJECT-GENERAL LAWS, CHAPTER 44	\$40,635,000.00
	\$54,749,129.00

STATEMENT OF TOWN DEBT FISCAL YEAR BASIS

2022	13,086,453.00
2023	12,929,361.00
2024	13,287,429.00
2025	13,410,660.00
2026	12,964,056.00
2027	12,942,623.00
2028	10,950,000.00
2029	9,305,000.00
2030	7,855,000.00
2031	6,425,000.00
2032	5,020,000.00
2033	5,015,000.00
2034	5,005,000.00
2035	5,000,000.00
2036	4,300,000.00
2037	3,470,000.00
2038	3,470,000.00
2039	2,720,000.00

TOTAL: 147,155,582.00

STATEMENT OF INTEREST FISCAL YEAR BASIS

2022	5,557,265.91
2023	4,960,807.79
2024	4,326,239.87
2025	3,674,008.98
2026	3,106,305.56
2027	2,609,838.77
2028	2,149,212.54
2029	1,783,262.54
2030	1,492,687.54
2031	1,246,537.52
2032	1,027,650.02
2033	876,906.26
2034	725,331.26
2035	572,881.26
2036	420,118.76
2037	289,800.00
2038	185,700.00
2039	81,600.00

TOTAL: 35,086,154.58

CASH AND SECURITIES IN CUSTODY OF TOWN TREASURER AS OF JUNE 2022

AFFORDABLE HOUSING	\$ 5,235,723.41
ARTS LOTTERY	\$ -4,583.86
COMMUNITY PRESERVATION ACT	\$ 4,160,060.31
CEMETERY PERPETUAL CARE FUND	\$ 27,948.78
CONSERVATION FUND	\$ 137,664.74
EDUCATION FUND	\$ 3,638.49
FAIRGRIEVE FUND	\$ 84,780.72
FOSTER SCHOOL FUND	\$ 30,048.28
LIBRARY ENDOWMENT FUND	\$ 32,376.22
LIBRARY GIFT FUND	\$ 10,510.06
MAHONEY FUND	\$ 1,836.46
PEIRCE FUND	\$ 1,983.87
PLANNING FUND	\$ 3,562.12
SCHOLARSHIP FUND	\$ 1,237.79
ST CLARE FUND	\$ 41,526.97
STABILIZATION FUND	\$11,231,173.57
TAXATION FUND	\$ 10,605.29
HEALTH TRUST FUND	\$ 3,311,753.68
VICOR FUND	\$ 7,827.88
TOTAL TRUST FUNDS	\$24,329,674.78

PROPERTY TAX LEVIES AND COLLECTIONS

FISCAL YEAR 2022

REAL ESTATE

	<u>F/Y 2022</u>	<u>F/Y 2021</u>	<u>F/Y 2020</u>
Commitments	\$ 93,315,644.00	\$ 1,569.00	-
O/S 07/01/21	-	\$ 722,939.00	\$ 691.00
Collections	(\$ 92,099,359.00)	(\$ 684,291.00)	(\$ 0.00)
Abatements	(\$ 31,759.00)	(\$ 48,735.00)	-
Refunds	\$ 224,919.00	\$ 17,399.00	-
Added To Tax Title	(\$ 254,182.00)	(\$ 549.00)	-
Deferred Taxes	(\$ 34,103.09)	-	-
Tax Possession	(\$ 0.00)	-	-
Misc Adjustments	(\$ 418,750.00)	(\$ 7,606.00)	(\$ 0.00)
BALANCE 06/30/22	\$ 702,409.91	\$726.00	\$691.00

WATER & SEWER

SEWER CONN LIENS

	<u>F/Y 2022</u>	<u>F/Y 2021</u>	<u>F/Y 2020</u>
Commitments	\$ 14,207,513.00	-	-
O/S 07/01/21	-	\$ 981,970.00	\$ 2,151.00
Collections	(\$ 13,773,979.00)	(\$ 434,416.00)	(\$ 0.00)
Abatements	(\$ 2,251.00)	(\$ -)	-
Refunds	\$ 6,425.00	\$ 1,178.00	-
Liened to Real Estate	(\$ 33,518.00)	(\$ 0.00)	-
Deferred	-	-	-
Misc Adjustments	\$ 566,686.00	(\$ 541,044.00)	(\$ 0.00)
BALANCE 06/30/22	\$ 970,876.00	\$ 7,688.00	\$ 2,151.00

PERSONAL PROPERTY

	<u>F/Y 2022</u>	<u>F/Y 2021</u>	<u>F/Y 2020</u>
Commitments	\$ 8,694,704.00	-	-
O/S 07/01/21	-	\$ 34,705.00	\$ 27,093.00
Collections	(\$ 8,583,332.00)	(\$ 35,403.00)	(\$ 9,531.00)
Abatements	(\$ 4,080.00)	-	-
Refunds	\$ 171.00	\$ 273.00	-
Misc Adjustments	(\$ 1,999.00)	\$ 1,373.00	(\$)
BALANCE 06/30/22	\$105,464.00	\$948.00	\$17,562.00

**MOTOR VEHICLE
EXCISE**

	<u>F/Y 2022</u>	<u>F/Y 2021</u>	<u>F/Y 2020</u>
Commitments	\$ 4,729,762.00	-	-
Add'l Commitments		\$ 468,267.00	-
O/S 07/01/21	-	\$ 365,107.00	\$ 89,656.00
Collections	(\$ 4,238,892.00)	(\$ 737,287.00)	(\$ 49,528.00)
Abatements	(\$ 0.00)	-	-
Refunds	\$ 22,674.00	\$ 56,861.00	\$ 1,206.00
Misc Adjustments	(\$ 71,053.00)	(\$ 60,245.00)	(\$ 780.00)
BALANCE 06/30/22	\$ 442,491.00	\$ 92,703.00	\$ 40,554.00

BOAT EXCISE

	<u>F/Y 2022</u>	<u>F/Y 2021</u>	<u>F/Y 2020</u>
Commitments	-	\$ 2,956.00	-
O/S 07/01/21	-	-	\$ 2,615.00
Collections	-	(\$ 2,408.00)	(\$ 385.00)
Abatements	-	-	-
Refunds	-	\$ 0.00	-
Misc Adjustments	-	(\$ 152.00)	(\$ 23.00)
BALANCE 06/30/22	\$ 0.00	\$ 396.00	\$ 2,207.00

CABLE ENTERPRISE FUND BALANCE SHEET

June 30, 2022

ASSETS

Cash	2,466,196.90
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TOTAL ASSETS	2,466,196.90
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LIABILITIES/RESERVES

Warrants Payable	9,279.00
Accrued Payroll	2,538.29

TOTAL LIABILITIES	11,817.29
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FUND BALANCES:

Encumbrance Reserve	28,402.33
Unreserved/Undesignated	2,425,977.28

TOTAL FUND BALANCES	2,454,379.61
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Total Liabilities/Fund Balances	2,466,196.90
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FY2022 CABLE ENTERPRISE FUND REVENUES

Cable Enterprise Fund

Transfer In	
Other Revenue	
Cable TV Franchise Fee- Verizon	402,526.06
Cable TV Franchise Fee- Comcast	233,625.95
Investment Earnings	(17,989.70)
Transfer From G/F	

Total Cable Enterprise Fund Revenue

618,162.31

FY2022 CABLE CAPITAL EXPENDITURES

Articles

STM 10/3/17#8 Install Fiber Opt

-

-

Total Capital Expenditures

-

FY2022 CABLE OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
Cable			
Salary	180,764.00	169,598.30	11,165.70
Operating	203,708.22	89,247.22	114,461.00
Outlay	232,022.70	218,552.15	13,470.55
			-
			-
	616,494.92	477,397.67	139,097.25

STORMWATER FUND BALANCE SHEET

June 30, 2022

ASSETS

Cash	948,085.41
Def Tax Stormwater Lien	172.14
2021 Stormwater rate	575.00
2022 Stormwater rate	83,272.71
2022 Sotrmwater Lien	2,769.59

TOTAL ASSETS	1,034,874.85
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LIABILITIES/RESERVES

Warrants Payable	64,357.18
Def Rec/Def tax Stormwater Lien	172.14
Def Rev Stormwater rates	83,847.71
Def Rev Stormwater Liens	2,769.59

TOTAL LIABILITIES	151,146.62
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FUND BALANCES:

Encumbrance Reserve	589,054.41
Unreserved/Undesignated	294,673.82

TOTAL FUND BALANCES	883,728.23
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Total Liabilities/Fund Balances	1,034,874.85
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FY2022 STORMWATER REVENUES

Stormwater Fund

Stormwater Rate FY21	31,734.81
Stormwater Rate FY22	1,114,989.57
Stormwater interest	3,906.22
Stormwater Lien Interest	806.28
Stormwater Lien FY22	48,758.87
Miscellaneous Fee	2,761.00
Investment Earnings	(231.15)

Total Stormwater Fund Revenue

1,202,725.60

FY2022 STORMWATER CAPITAL EXPENDITURES

Articles

-

Total Capital Expenditures

-

FY2022 STORMWATER RECAP

	APPROPRIATED	EXPENDED	BALANCE
Stormwater			
Operating	927,883.24	470,418.78	457,464.46
Outlay	773,325.24	505,063.20	268,262.04
			-
			-
	1,701,208.48	975,481.98	725,726.50

EMPLOYEE EARNINGS

TOWN EMPLOYEE EARNINGS

Last Name	First Name	MI	Location	Amount	Regular	Overtime	Detail
TOWN MODERATOR							
WEIR	DUSTIN	L	T114	225.00	225.00		
WILSON	SCOTT	D	T114	225.00	225.00		
BOARD OF SELECTMEN							
CUTELIS	MARIA	L	T305	307.42	307.42		
JOHNSON	TODD	R	T122	4,725.00	4,725.00		
KELLY	JAY	J	T122	5,175.00	5,175.00		
KRATMAN	MARK	S	T122	1,125.00	1,125.00		
MACKEY	JAMES	F	T122	4,500.00	4,500.00		
STRONACH	ANNE MARIE		T122	3,375.00	3,375.00		
WELLMAN	JAYNE	E	T122	4,500.00	4,500.00		
TOWN MANAGER							
CICERO	CHRISTINE	M	T123	49,396.98	48,991.35	405.63	
LESSARD	KEVIN	M	T123	100,689.68	100,689.68		
MIRABELLA	ANA	P	T123	4,514.73	4,514.73		
MONTUORI	RICHARD	A	T123	216,726.46	216,726.46		
MOSCHELLA	CRYSTAL		T123	51,493.86	51,493.86		
RYAN	AMY	E	T123	2,124.54	2,124.54		
SADWICK	STEVEN	J	T123	145,901.68	145,901.68		
TAMBOLI	JEANINE	M	T123	91,085.33	91,085.33		
FINANCE COMMITTEE							
LEVASSEUR	KATHLEEN	A	T131	260.41	260.41		
AUDITOR							
ALFANO	PAMELA	J		57,927.51	57,927.51		
DOYLE	NICOLE	D		65,230.26	65,230.26		
FLORINO	RONALD	J	T135	35,360.50	35,360.50		
PAIVA	VIRGINIA	M	T135	27,842.25	27,598.86	243.39	
REGO	ALBANO	S	T135	83,734.71	83,734.71		
COMPUTER SERVICES							
BENT	JAMES	W	T136	105,892.76	105,892.76		
CHENG	HAO		T136	41,975.00	41,975.00		
BOARD OF ASSESSORS							
DEMEO	PATRICIA	A	T141	40,785.48	40,785.48		
DULONG	LINDA	A	T141	69,707.71	69,707.71		
FLANAGAN	BARBARA	A	T141	1,534.56	1,534.56		
FOLEY	JOANNE	P	T141	104,457.58	104,457.58		
MOORE	SUSAN	E	T141	1,534.56	1,534.56		
RAGUCCI	STACY	R	T141	53,733.30	53,733.30		
TREASURER/COLLECTOR							
BLAKENEY JR	WILLIAM	L	T145	86,721.08	83,912.69	2,808.39	
CATYB	DIANE	B	T145	58,107.53	58,107.53		
FLORINO	LYDIA	R	T145	40,672.24	40,483.72	188.52	
MAZZAPICA	MARY	M	T145	58,236.21	58,236.21		
METIVIER	JANICE	A	T145	3,776.87	3,776.87		

ODAMS	KELLY	L	T145	114,255.59	114,255.59	
SALEMME	DENISE	R	T145	76,514.96	76,514.96	
SARRAF	PAMELA	L	T145	35,930.88	35,710.94	219.94

ADMINISTRATIVE SERVICES

BELANGER	TERESA	L	T153	113,230.89	113,230.89	
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TOWN CLERK/TOWN ELECTIONS

DESISTO	KERRI	L	T161	2,104.83	2,104.83	
GRAFFEO	DENISE		T161	120,147.19	120,147.19	
MCMULLEN	SARAH	C	T161	48,054.27	47,268.89	785.38
SULLIVAN	MICHELE	B	T161	90,774.48	90,619.37	155.11
WINTER	DEBORAH		T161	48,522.64	47,757.36	765.28
BANGS	JUDY	A	T162	192.38	192.38	
BEATTIE	ELEANOR	M	T162	630.50	630.50	
BEY-ALLEN	GEORGIA	L	T162	787.75	787.75	
BOYLE	RONALD	E	T162	213.75	213.75	
BRADLEY	TAMMIE	R	T162	210.19	210.19	
BRANCHAUD	KARLA		T162	371.25	371.25	
BRANCHAUD	THOMAS	R	T162	97.50	97.50	
CARRIERE	LORRAINE	H	T162	202.50	202.50	
CASEY	ELINOR	M	T162	192.38	192.38	
CHAMBERS	MAUREEN	E	T162	192.38	192.38	
CIAMPA	ERIN	C	T162	92.63	92.63	
CICERO	CHRISTINE	M	T162	33.75	33.75	
CREAMER	SANDRA	L	T162	188.81	188.81	
CRISI, SR	DAVID	A	T162	273.75	273.75	
CUNNINGHAM	LAUREN	T	T162	11.25	11.25	
DRISCOLL	LISA	E	T162	192.38	192.38	
DUNCAN	ANNE	J	T162	171.00	171.00	
FAHEY	MEREDITH	K	T162	131.81	131.81	
FLANAGAN	BARBARA	A	T162	92.63	92.63	
FORLIZZI-ROCHE	DENISE		T162	228.75	228.75	
FROST	DENISE	L	T162	17.81	17.81	
GOLEN	ALICE		T162	120.00	120.00	
GRAHAM	JOAN	Z	T162	96.19	96.19	
GRIFFIN	JENNIFER	L	T162	117.56	117.56	
HAINES	DONNA	G	T162	217.31	217.31	
HIGGINS	JANICE	C	T162	210.19	210.19	
HOGAN	JEANNE	M	T162	192.38	192.38	
HURLEY	MARGUERITE	L	T162	121.13	121.13	
IMPINK	PAIGE	F	T162	344.25	344.25	
KALKWARF	STEPHEN	C	T162	210.00	210.00	
KELLER	CAROLE	A	T162	99.75	99.75	
KINNON	CHRISTINE	E	T162	146.06	146.06	
KINNON	STEPHANIE	B	T162	221.25	221.25	
KUSHMERK	DIANE	L	T162	192.38	192.38	
LAMARCA	THEODORA		T162	217.31	217.31	
LOZOWSKI	DENISE	J	T162	571.00	571.00	
MACNEIL	LAUREEN	M	T162	225.00	225.00	
MAGUIRE	JANET	A	T162	195.94	195.94	
MCFAYDEN	BETH	L	T162	210.19	210.19	
MCNAMARA	CHARLENE	M	T162	409.50	409.50	
MURPHY	MARILYN	A	T162	33.75	33.75	
OATES	MICHELLE	M	T162	117.56	117.56	

OLIVA	SANDRA	A	T162	210.19	210.19
OLIVA	VINCENT	J	T162	210.19	210.19
PAGLIUCA	KELLY	A	T162	210.19	210.19
PANASUK	CHRISTIAN	L	T162	323.00	323.00
QUINTON	PRISCILLA	N	T162	221.25	221.25
RYAN	LORETTA	A	T162	401.00	401.00
SHEEHAN	NIAMH		T162	103.31	103.31
SPANOS JOHNSON	SANDRA	A	T162	75.00	75.00
TARLOWSKI	RICCARDA		T162	210.19	210.19
TOPPIN	JOANNE	R	T162	210.19	210.19
TOPPING	CHRISTINE	A	T162	217.31	217.31
TORRO	AMY	L	T162	131.81	131.81
TRUDEAU	JACOB	A	T162	57.00	57.00
TRUDEAU	STEPHEN	A	T162	78.75	78.75
VIEIRA	PHYLLIS	A	T162	121.13	121.13
WALSH	KATHLEEN	M	T162	210.19	210.19
CARROLL	AMANDA	K	T163	500.00	500.00
CHOU	DAVID	J	T163	500.00	500.00
TEAGUE	RUTH	A	T163	500.00	500.00

CONSERVATION COMMISSION

HOLLAND	PATRICK		T171	1,000.00	1,000.00
RONAN	DANIEL	S	T171	1,000.00	1,000.00
SHEEHAN	DENNIS	J	T171	1,000.00	1,000.00
WALSH	EVAN	N	T171	1,000.00	1,000.00

PLANNING BOARD

DELANEY	JEREMIAH		T175	382.50	382.50	
DUFFY	JAMES	J	T175	382.50	382.50	
FOWLER	ROBERT		T175	765.00	765.00	
FRATALIA	VINCENT	S	T175	765.00	765.00	
JOHNSON	STEPHEN	G	T175	1,080.00	1,080.00	
RYDER	ERIC	M	T175	765.00	765.00	
FONTAINE	JOSEPH	E	T175	60,791.52	60,791.52	
LOWDER	ALEXANDRA	M	T175	63,599.95	63,514.40	85.55
MCGINTY	ANNA	A	T175	21,318.26	21,318.26	
POWERS	JACQUELINE	E	T175	22,813.91	22,813.91	
JOHNSON	MELISSA	A	T175	2,850.20	2,850.20	
MCDOWELL	DAWN	E	T175	1,024.65	1,024.65	

TELEMEDIA

COVIELLO	COURTNEY	L	T191	555.00	555.00
DORRINGTON	BRIAN	J	T191	95,112.90	95,112.90
MARSHALL	JASON	P	T191	67,926.08	67,926.08
PAFUME	STEVEN	L	T191	3,500.00	3,500.00
STADTMAN	JACK	H	T191	1,700.00	1,700.00

TOWN HALL

RAY	SANDRA	M	T192	67,586.54	57,253.44	10,333.10
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POLICE

ADAMS	BRUCE	E	T210	61,467.80		61,467.80	
ADAMS	CHRISTOPHER	R	T210	125,121.13	85,847.32	20,902.87	18,370.94
BARBERA	JOSHUA	J	T210	117,182.13	82,313.70	23,100.43	11,768.00
BEERS	RACHEL	S	T210	56,705.61	56,705.61		

BERGERON	KATHRYN	H	T210	53,973.43	53,973.43		
BETTANO	CHRISTOPHER	J	T210	107,687.35	85,749.65	10,256.30	11,681.40
BJORKGREN	ROBERT	M	T210	124,356.41	89,509.29	13,934.16	20,912.96
BOONE	ARLINE	F	T210	9,352.86	9,352.86		
BOUDREAU	AUDIE	E	T210	21,555.15			21,555.15
BOURASSA	ALEXANDRA	L	T210	8,337.27	8,337.27		
BYRNE	CHRISTOPHER	A	T210	113,326.85	88,829.33	22,216.24	2,281.28
CAMERON	MARISSA	A	T210	6,120.00	6,120.00		
CAPUANO	KAREN	M	T210	91,915.49	74,591.16	8,908.61	8,415.72
CASEY	JOHN	M	T210	25,556.67		983.87	24,572.80
CASEY	THOMAS	M	T210	27,643.42		157.42	27,486.00
CIARAMELLA	NICHOLAS	A	T210	14,685.43	12,704.01	1,741.42	240.00
COLUMBUS	ALYSIA	M	T210	127,347.18	118,886.91	8,460.27	
COLUMBUS	RYAN	M	T210	175,449.98	175,449.98		
CONNOR	PATRICK	M	T210	213,730.49	121,148.29	56,010.28	36,571.92
CONTALONIS	THOMAS	J	T210	66,143.72	64,102.09	1,561.63	480.00
COOKE	THOMAS	M	T210	100,342.87	90,017.99	10,324.88	
COVIELLO	CHRISTOPHER	J	T210	33,223.46		457.06	32,766.40
CUSTANCE	LAURA	A	T210	71,466.23	66,444.57	5,021.66	
DONAHUE	MICHAEL	W	T210	12,027.40			12,027.40
DONOGHUE	JOHN		T210	18,341.20			18,341.20
DONOVAN	ANDREW	J	T210	122,279.10	64,921.07	21,007.93	36,350.10
DONOVAN	MATTHEW	D	T210	113,070.68	98,439.50	9,163.02	5,468.16
DONOVAN	MICHAEL	A	T210	125,574.32	99,092.68	19,921.20	6,560.44
DUFFY	DAVID	J	T210	106,510.67	83,011.02	12,656.69	10,842.96
FARNUM	BRIAN	J	T210	145,902.82	120,947.23	24,595.59	360.00
FIELD	ROBERT	D	T210	200,603.15	131,459.09	41,255.02	27,889.04
FINERAN	KELLY	A	T210	3,256.70	3,256.70		
GALLAGHER	SHANE	Q	T210	124,845.80	101,601.89	18,269.75	4,974.16
GAMBLE	NICHOLAS	J	T210	72,084.05	68,424.84	3,107.77	551.44
GATH	LEE	A	T210	3,795.00			3,795.00
GATH	PHILIP	M	T210	10,974.40			10,974.40
GAYNOR	SCOTT	P	T210	152,581.99	140,057.66	12,125.21	399.12
GORDON	KAYLA	M	T210	76,049.04	76,049.04		
HANLEY	ERIC	E	T210	113,342.81	86,411.96	17,637.29	9,293.56
HARRINGTON	PATRICK	J	T210	145,946.81	119,906.02	19,228.47	6,812.32
HARRIS	JO-ANN		T210	41,585.32	37,893.59	3,691.73	
HILDEBRAND	MARK		T210	42,493.61		121.21	42,372.40
HUNT	RYAN	J	T210	106,988.11	77,475.06	17,571.49	11,941.56
JAREK	JOHN		T210	71,382.00			71,382.00
JAREK	MATTHEW	J	T210	62,288.86			62,288.86
JONES	MICHAEL	F	T210	13,534.95	13,534.95		
KELLEHER	DENNIS	J	T210	74,475.86	51,087.11	7,802.83	15,585.92
KELLEY	JOSEPH	C	T210	135,952.34	110,272.52	17,412.54	8,267.28
KELLY	TIMOTHY	W	T210	1,620.00			1,620.00
KNOOPS	PETER	J	T210	82,912.03	64,120.98	11,621.05	7,170.00
KNOWLES	CHERYL	M	T210	56,907.98	56,907.98		
KYLE	CHRISTIAN	R	T210	34,773.72	21,815.35	2,910.17	10,048.20
LAPOINTE	DANA	T	T210	119,600.68	71,907.55	19,845.93	27,847.20
LEBOEUF	JAMES	P	T210	19,735.33	19,735.33		
LEFEBVRE	CHRISTOPHER	A	T210	121,510.59	89,414.58	31,376.01	720.00
LEVY	DAVID	W	T210	36,683.40			36,683.40
LIM	CHY	H	T210	65,996.86	56,593.45	9,403.41	
LINDAHL	JUSTIN	A	T210	85,033.36	80,013.38	4,779.98	240.00
LUMSDEN	RICHARD	S	T210	3,323.90			3,323.90

MACCARIO	MICHAEL	A	T210	113,553.26	83,360.84	30,192.42	
MCLAUGHLIN	MICHAEL	J	T210	139,246.88	101,418.81	37,828.07	
MCMAHON	MARKUS	E	T210	121,320.78	87,113.77	13,109.49	21,097.52
MCPHAIL	CHARLES		T210	35,900.20			35,900.20
MENDES	SCOTT	T	T210	11,469.00			11,469.00
MENDONCA	JOE	R	T210	128,370.79	86,742.76	30,639.31	10,988.72
MIANO	DAVID	M	T210	97,681.97	77,172.78	12,078.03	8,431.16
MORRIS	PAUL	E	T210	75,388.20	75,388.20		
MURRAY	PETER	C	T210	96,625.04	79,329.39	3,409.69	13,885.96
NEWCOMB	MICHAEL	S	T210	143,816.08	108,610.38	17,917.09	17,288.61
NICOSIA	PAUL	J	T210	133,892.71	84,413.79	19,634.60	29,844.32
O'HARE	JAMES	P	T210	2,763.00			2,763.00
OKEEFE	KIMBERLY	A	T210	92,356.62	86,411.99	5,685.99	258.64
PAGE-SHELTON	MATTHEW	C	T210	112,015.46	112,015.46		
PAUL	RICHECARD	W	T210	45,976.96	45,976.96		
PELRINE	MICHAEL	P	T210	111,521.43	75,519.04	4,759.79	31,242.60
PELRINE	STEPHEN		T210	52,564.40			52,564.40
PEOU	SANGVARAK	Y	T210	108,566.71	81,452.79	19,038.64	8,075.28
PERRY	MARK		T210	720.01			720.01
PETERSON JR	DENNIS	J	T210	143,878.23	107,279.79	22,717.08	13,881.36
PHILLIPS	PETER	J	T210	23,007.00			23,007.00
PICCOLO	ARTHUR	M	T210	93,148.13	82,050.18	3,012.95	8,085.00
POWERS	STEPHEN	M	T210	41,451.00			41,451.00
PRATT JR	DOUGLAS	E	T210	87,921.19	87,802.47	118.72	
QUINN	STEPHEN	J	T210	110,543.34	85,254.38	24,088.96	1,200.00
REESE	KEVIN		T210	6,639.00			6,639.00
REGAN	PETER	L	T210	113,342.25	94,224.69	18,760.64	356.92
RICHARDSON	ANDREW	J	T210	88,011.72	74,448.60	9,318.12	4,245.00
ROWE	MATTHEW	S	T210	108,336.71	86,742.77	20,873.94	720.00
RUGGIERO	MARIA	F	T210	72,279.19	72,279.19		
RYSER	JAMES	T	T210	96,310.74	84,413.76	11,896.98	
SAAD	JACOB	E	T210	5,043.20			5,043.20
SAKOVICH	MICHAEL	G	T210	23,461.68	22,146.72	1,314.96	
SCHAFER	ADRIANNA	N	T210	14,806.74	14,806.74		
SCHWALB	WILLIAM	L	T210	45,840.00			45,840.00
SCOTT	CHRISTOPHER	M	T210	104,820.54	79,210.74	21,042.52	4,567.28
SIMAO III	APOLINARIO	L	T210	49,751.24	49,751.24		
SITAR	DANIEL	J	T210	24,255.00			24,255.00
STEPHENS	ROBERT	A	T210	157,311.72	136,232.63	20,309.65	769.44
STOTIK	PATRICIA	J	T210	70,787.73	64,991.45	5,796.28	
STRONG	LAUREN	M	T210	119,153.68	76,926.19	15,690.09	26,537.40
SUGHRUE	RYAN	M	T210	85,972.54	70,077.61	14,637.97	1,256.96
SULLIVAN III	THOMAS	J	T210	36,258.00			36,258.00
TORRES	STEVEN	M	T210	129,403.44	116,387.45	13,015.99	
TRELEGAN	COLIN	L	T210	203,337.51	104,589.05	54,412.70	44,335.76
VASCONCELLOS	KAITLIN	M	T210	90,020.47	85,497.40	4,523.07	
VASCONCELLOS	MICHAEL	J	T210	98,039.29	74,272.19	12,880.10	10,887.00
VITALE	MARCIA	A	T210	65,133.86	61,360.01	3,773.85	
VOTO	JOHN	S	T210	184,200.39	183,705.39		495.00
WELCH	JENNIE	A	T210	102,312.69	90,552.91	7,124.90	4,634.88
WILLIAMS JR	JAMES	F	T210	153,672.61	129,625.84	19,522.37	4,524.40
WOOD	MARK	P	T210	7,497.20			7,497.20

FIRE

ALTAVESTA	JOEL	R	T220	87,545.67	80,215.63	7,330.04	
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AUSTIN	SCOTT	D	T220	119,754.92	93,293.80	25,168.62	1,292.50
BIELECKI	PETER	J	T220	104,975.91	77,955.12	23,180.79	3,840.00
BOURDON	MARC	B	T220	80,306.35	77,131.22	3,175.13	
BRADLEY	SHAWN	M	T220	95,435.72	80,851.43	14,584.29	
BREKALIS	PETER	C	T220	75,967.35	67,307.24	8,165.11	495.00
BROTHERS	PATRICK	M	T220	98,077.14	76,039.48	22,037.66	
BROTHERS	JACOB	R	T220	74,087.06	56,683.00	16,924.06	480.00
BROTHERS JR	PATRICK	M	T220	72,657.38	64,160.68	8,496.70	
CALLAHAN	MICHAEL	P	T220	57,468.06	53,429.67	4,038.39	
CARNEY	DAVID	A	T220	124,723.71	103,885.28	20,343.43	495.00
DOGHERTY	JOSEPH	M	T220	74,882.49	71,349.96	3,532.53	
DOHERTY	PATRICK	S	T220	112,368.26	92,778.64	17,914.62	1,675.00
DONOVAN	MICHAEL	B	T220	26,183.67	20,385.85	5,797.82	
ELLIOTT	TODD	E	T220	90,490.63	75,497.57	14,993.06	
FAGONE	JAY	J	T220	101,374.72	79,622.82	20,791.90	960.00
FITZPATRICK	JAMES	E	T220	96,633.36	80,422.16	15,743.70	467.50
FORTUNATO	JOSEPH	C	T220	139,319.93	91,145.74	24,647.83	23,526.36
FOWLER	JOHN	R	T220	95,220.94	76,405.28	18,595.66	220.00
GIASULLO	MICHAEL	J	T220	89,901.58	78,113.17	11,568.41	220.00
GIASULLO	DAVID	J	T220	121,685.07	94,115.92	24,834.15	2,735.00
GIASULLO	JEFFREY		T220	118,488.09	100,662.36	17,825.73	
GIASULLO JR	JEFFREY		T220	107,012.87	83,975.65	22,647.22	390.00
GOSSE	WILLIAM	R	T220	92,279.01	76,388.51	15,670.50	220.00
GUTTADAURO	PAUL	F	T220	119,245.09	115,382.51	3,862.58	
HERY	BLAKE	M	T220	70,807.03	58,061.06	12,278.47	467.50
HOLDEN	TIMOTHY	J	T220	111,305.57	85,210.17	24,335.40	1,760.00
HUBBARD	JUSTIN	A	T220	104,933.03	75,297.36	26,755.67	2,880.00
HURLEY	BRIAN	J	T220	28,911.38	21,515.83	7,395.55	
KARLBERG	DAVID	R	T220	115,885.24	90,831.13	23,349.06	1,705.05
KASPRZAK	DANIEL	M	T220	89,071.54	78,455.88	10,395.66	220.00
KEARNS	JOSEPH	W	T220	177,220.75	177,220.75		
KEDDIE	ROBERT	P	T220	117,448.32	87,905.99	25,222.33	4,320.00
KEDDIE	SCOTT	A	T220	230,263.01	121,057.23	60,093.76	49,112.02
KERR	GARY	O	T220	95,682.00	86,465.65	9,216.35	
LAMOUREUX	JUSTIN	A	T220	89,524.96	82,209.00	7,040.96	275.00
LEVY JR	DAVID	W	T220	71,612.04	71,612.04		
LUCIA JR	CHARLES	A	T220	103,272.50	83,674.55	17,717.95	1,880.00
MACKEY	BRIAN	R	T220	121,341.15	99,133.11	22,208.04	
MANCUSI	TIMOTHY	M	T220	87,434.04	76,939.45	9,504.59	990.00
MARTIN	JEANNE	M	T220	66,243.06	66,243.06		
MCGLAUFILIN	RUSSELL	J	T220	114,243.76	91,795.30	21,458.46	990.00
MCNAMARA	JASON	R	T220	79,177.74	67,084.26	5,937.64	6,155.84
MERRILL	MICHAEL	B	T220	83,299.62	75,412.64	7,666.98	220.00
MERRILL MORGADO	CHRISTINA	M	T220	113,486.39	88,176.60	23,104.79	2,205.00
MUGFORD	PAUL		T220	51,557.10	48,775.87	2,781.23	
OLEARY	JOHN	H	T220	83,189.73	74,146.99	9,042.74	
REPPUCCI	CHRISTOPHER	D	T220	57,048.14	51,945.08	4,883.06	220.00
ROBERTS	HENRY	W	T220	95,409.35	77,973.07	16,173.78	1,262.50
ROSEMOND	ALAN	L	T220	111,004.12	95,750.36	15,253.76	
SANDBERG	KENNETH	J	T220	126,691.54	100,353.35	24,113.19	2,225.00
SAWICKI	DANIEL	D	T220	108,652.56	101,497.83	2,082.73	5,072.00
SITAR	DANIEL	J	T220	29,338.49	29,338.49		
SMALL	DANIEL	T	T220	51,854.41	51,854.41		
SMITH	PETER	C	T220	89,583.81	73,742.21	15,016.60	825.00
SODERGREN	JOSEPH	M	T220	28,857.33	27,545.81	1,311.52	

SPENCER	STEVEN	M	T220	53,750.70	53,455.20	295.50	
TAMMARO	JONATHAN	R	T220	79,708.01	64,180.44	12,412.57	3,115.00
TANGUAY	BRANDEN	M	T220	51,572.08	38,416.82	12,180.26	975.00
TEIXEIRA	CHRISTOPHER	J	T220	94,371.83	80,311.95	13,344.88	715.00
TEMMALLO	DEREK	C	T220	97,529.18	80,267.13	17,262.05	
VASAS	ALBERT	J	T220	133,182.00	109,175.15	24,006.85	
WELCH	TYLER	J	T220	79,233.70	73,404.45	5,829.25	
WELCH	DEREK	W	T220	103,420.15	84,050.11	18,435.04	935.00
WILLEY	MICHAEL	A	T220	101,074.41	85,230.54	15,403.87	440.00
YOST	DANIEL	W	T220	74,057.07	72,861.61	1,195.46	

BUILDING

AURILIO	ANTHONY	F	T241	677.47	677.47		
BAGNI	RICHARD	J	T241	464.61	464.61		
BERTONASSI	MARK	C	T241	98,858.31	98,858.31		
BETTENCOURT	LEO		T241	19,125.15	19,125.15		
CALLAHAN	DINA	M	T241	21,844.46	21,844.46		
MCDOWELL	DAWN	E	T241	40,897.68	40,897.68		
OKEEFE	NANCY	A	T241	65,226.14	65,226.14		
SCOTT	ROBERT	E	T241	49,178.96	49,178.96		
SULLIVAN	HAROLD	J	T241	23,688.08	23,688.08		
WILD	PAUL	A	T241	23,475.21	23,475.21		

DPW

ALFONSI	SEAN	G	T400	85,488.99	70,706.11	14,782.88	
ALLARD	THOMAS	A	T400	111,447.94	74,854.67	36,593.27	
ALLARD	PETER	D	T400	68,991.03	52,142.39	16,848.64	
ANGELO	BERNADINE	R	T400	29,787.87	29,787.87		
BEAUCHESNE	BRIAN	D	T400	2,722.70	2,722.70		
BEEBE	CHRISTOPHER	M	T400	94,202.78	73,500.82	20,701.96	
BELIDA	ROBERT	A	T400	36,409.99	36,409.99		
BOZEK	JOHN	B	T400	99,317.03	72,818.57	26,498.46	
BOZEK	COLIN	J	T400	3,254.39	3,254.39		
BRINCH	SCOTT	M	T400	105,064.49	104,289.76	774.73	
BROTHERS	MICHAEL	S	T400	83,788.91	78,125.59	5,663.32	
BURLEY	RANDALL	K	T400	86,961.69	86,773.97	187.72	
CALANDRELLO	SOPHIA	F	T400	1,794.25	1,794.25		
CASEY	SHON	J	T400	91,960.87	75,374.80	16,586.07	
CHANDLER	KENNETH		T400	78,692.61	77,217.28	1,475.33	
CHENG	CHESTER	J	T400	11,764.10	11,764.10		
CLEARY	PATRICK	J	T400	95,652.29	73,193.67	22,458.62	
CONLON	KEVIN	M	T400	125,342.90	96,595.08	28,747.82	
DECAREAU	MATTHEW	P	T400	59,498.38	58,201.78	1,296.60	
DESHLER JR	MICHAEL	T	T400	108,189.91	81,091.48	27,098.43	
DOHERTY	ROSEMARY	E	T400	88,798.31	77,938.39	10,859.92	
DONOVAN	MICHAEL	B	T400	109,597.11	109,597.11		
DRAKOULAKOS	ALEC	P	T400	105,433.17	75,454.74	29,978.43	
DRAKOULAKOS	BRADY	J	T400	21,294.31	18,876.97	2,417.34	
GALLO	STEFANIA	R	T400	59,072.00	59,072.00		
GIANNETTI	FRANK	P	T400	55,222.61	55,222.61		
GILBERT	BRIAN	M	T400	143,150.16	143,150.16		
GRAFFEO	DEREK	P	T400	3,290.47	3,290.47		
HARDIMAN	KEVIN	T	T400	106,542.80	106,542.80		
HIRTLE	MATHEW	T	T400	83,992.28	78,208.36	5,783.92	
JENSEN	JOHN	E	T400	80,348.93	73,072.88	7,276.05	

JOHANSEN	COLE	A	T400	47,974.56	47,974.56	
LAYNE	KENNETH	W	T400	92,040.41	74,158.39	17,882.02
LIZOTTE	DAVID	G	T400	98,983.70	98,983.70	
LOMBARDO	KYLE	J	T400	4,162.04	4,162.04	
LONGO	MICHAEL	K	T400	83,305.78	71,882.50	11,423.28
MARION	BERNARD	H	T400	92,807.49	74,311.21	18,496.28
MARION II	LOUIS	E	T400	86,979.32	78,761.47	8,217.85
MARKOS	ARTHUR	G	T400	82,414.07	82,414.07	
MCNAMARA	PATRICK	M	T400	82,910.97	60,504.05	22,406.92
MINER JR	ROBERT	H	T400	92,845.38	83,314.06	9,531.32
MUDARRIE	NICHOLAS	F	T400	91,339.56	74,702.45	16,637.11
NICHOLS	RAUN	A	T400	71,027.55	70,772.30	255.25
PELLETIER	MATTHEW	P	T400	5,176.72	5,176.72	
POWERS	STEPHEN	M	T400	4,029.00	4,029.00	
ROBINSON	CHRISTINE		T400	63,948.95	63,948.95	
SALERNO	JOHN	M	T400	95,458.15	83,199.74	12,258.41
SCHOFIELD	CHERYL	A	T400	51,341.79	51,341.79	
SOTIRAKOS	DANIELLE	M	T400	26,691.90	26,691.90	
SOUSA	DANIEL		T400	79,041.66	59,079.01	19,962.65
STACK	ANDREW	A	T400	91,803.23	91,803.23	
STODDARD	RICHARD	E	T400	32,859.79	32,859.79	
STRONACH	TIMOTHY		T400	118,786.80	92,958.27	25,828.53
TRUSCELLO	JASON	R	T400	102,121.63	74,456.92	27,664.71
TRZCINSKI	JOHN	R	T400	15,949.31	15,671.46	277.85
WALL	ANDREW	F	T400	12,477.28	12,477.28	
WALSH	MARK	S	T400	81,994.92	74,051.56	7,943.36
WHELAN	SHAWN	P	T400	106,614.91	79,332.51	27,282.40
WOODBURY	MELISSA	T	T400	63,507.69	63,038.89	468.80

BOARD OF HEALTH

AMATO	SUSAN		T510	157.50	157.50	
BARRY	RAYMOND	M	T510	405.00	405.00	
BOSCHETTI	ANTHONY	M	T510	157.50	157.50	
BRAGA	MELISSA	T	T510	157.50	157.50	
ROUX	CHARLES	J	T510	315.00	315.00	
SCARANO	ROBERT	J	T510	315.00	315.00	
ZAROULIS	MARIA	H	T510	157.50	157.50	
BLAKENEY	ELEANOR	M	T510	12,775.00	12,775.00	
GILLIS	SHANNON	L	T510	81,278.22	81,278.22	
GRANT	MICHELE	E	T510	75,815.54	75,815.54	
HADGE	LISA	M	T510	57,792.43	57,792.43	
PAVLAKOS	ASHLEY	P	T510	44,900.00	44,900.00	
HANLY	SUSAN		T510	8,655.00	240.00	8,415.00
SORRENTINO	KERRY	N	T510	330.00		330.00
THOMAS	PAMELA	J	T510	4,617.36	4,617.36	

COUNCIL ON AGING

CONOLE	JANICE	E	T541	77,682.06	77,682.06	
COVIELLO	COURTNEY	L	T541	2,008.79	2,008.79	
DEACKOFF	GAIL	A	T541	16,165.12	16,165.12	
DUGGAN	TAMMY	M	T541	13,330.59	13,330.59	
DUNLEVY	DIANE		T541	40,805.82	40,805.82	
FAHEY	MARGUERITE	C	T541	12,620.96	12,620.96	
HESS	CHRISTINA	V	T541	55,457.00	55,457.00	
MCCARTHY	NANCY	M	T541	593.63	593.63	

MCNAUGHT	BRIAN	J	T541	24,736.18	24,135.50	600.68
NATOLA	RALPH	J	T541	14,020.08	14,020.08	
NATOLA	RALPH	J	T541	19,560.03	19,560.03	
NOEL	ROBERT	S	T541	34,430.08	34,430.08	

VETERAN SERVICES

ALLEN	DONNA	M	T543	26,196.63	26,196.63	
DOWNEY	LISA	M	T543	67,414.70	67,414.70	

LIBRARY

ARDIZZONI	CAROLE	A	T610	1,809.01	1,809.01	
BLAIKIE	MICHELLE	M	T610	39,269.92	39,083.99	185.93
BOC	NOELLE	E	T610	23,176.50	23,176.50	
BRILEY	JEANNINE	L	T610	64,777.31	63,698.73	1078.58
BURKE	JENNIFER	L	T610	51,256.35	49,157.16	2,099.19
DRISCOLL	DANIELLE	M	T610	52,463.19	48,062.56	4,400.63
FIUMARA	JOSEPH	F	T610	63,772.94	60,417.23	3,355.71
GIARRUSSO	DIANE	M	T610	103,434.28	103,434.28	
GOOLISHIAN	NICOLE	E	T610	53,527.62	53,527.62	
HAYES	ROBERT	L	T610	102,437.56	87,995.50	14,442.06
HOLLAND	GAIL	M	T610	51,972.14	51,049.56	922.58
HOLLIS	CHRISTINE		T610	44,099.49	42,934.61	1,164.88
JENNINGS	KATIE	L	T610	41,611.86	39,083.98	2,527.88
KELLEY	ANNE	E	T610	46,474.74	45,885.81	588.93
LAWRENCE	HALEY	N	T610	25,902.28	25,019.24	883.04
LEGGAT	EMILY	R	T610	63,329.29	60,938.79	2,390.50
LEWIN	KATRINA	D	T610	67,259.22	60,938.71	6,320.51
MAGANZINI	HEATHER	R	T610	13,664.99	13,175.01	489.98
PIKE	JEFFREY	M	T610	11,698.69	11,698.69	
ROBINSON	MEGHAN SIOBHAN	S	T610	59,559.63	58,233.11	1326.52
SWARTZ	JEANNE	E	T610	53,013.33	53,013.33	
TROIANO	THERESA	M	T610	9,959.17	9,959.17	

PARKS/RECREATION

BOMAL JR	VINCENT	R	T630	97,933.43	97,933.43	
CALLISON	PATRICK	S	T630	88,172.75	75,093.65	13,079.10
FRONTAIN	ZACHERY	W	T630	56,002.23	48,797.20	7,205.03
GAY	DANIEL	F	T630	3,936.87	3,716.79	220.08
GENDRON	JAMIE	D	T630	31,443.09	31,003.06	440.03
MCNAUGHT	BRIAN	J	T630	14,113.77	11,338.42	2,775.35

AT YOUR SERVICE

(AREA CODE 978)

GENERAL INFORMATION..... 640-4300
 AMBULANCE..... 911
 Administrative Services, Town Hall.....640-4488
 Assessors, 11 Town Hall Ave.....640-4330
 Auditor, 11 Town Hall Ave.....640-4320
 Board of Registrars (Voter Information).....640-4355
 Building Commissioner, Town Hall..... 640-4430
 Community Development, Town Hall..... 640-4370
 Computer Services, 11 Town Hall Ave. 640-4351
 Conservation Commission, Town Hall.....640-4370
 FIRE DEPARTMENT, 21 Town Hall Ave.
 EMERGENCY..... 911
 Other Fire Information..... 640-4410
 Health Board, Town Hall..... 640-4470
 Housing Authority, Saunders Circle..... 851-7392
 Library (300 Chandler St.)..... 640-4490
 Parking Clerk, Town Hall..... 640-4355
 Planning Board, Town Hall..... 640-4370
 Plumbing/Electrical Inspector 640-4430
 POLICE DEPARTMENT, 918 Main Street
 EMERGENCY..... 911
 Administrative-Non Emergency..... 640-4385
 Detectives.....640-4380
 Animal Control Officer.....640-4395
 Public Records..... 640-4355
 PUBLIC WORKS (DPW) 999 Whipple Rd.
 Superintendent/Administration Office.....640-4440
 Engineering Division..... 640-4440
 Highway Division..... 640-4440
 Sewer Division.....640-4440
 Snow & Ice Emergency..... 640-4443
 Tree Division640-4440
 Water Division
 (Emergencies-Phone Police Dept)..... 640-4448
 Water Treatment Plant..... 858-0345
 Water Billing Division, 11 Town Hall Ave..... 640-4350
 LRTA Transportation.....459-0164
 Rubbish Disposal.....1-800-442-9006
 Northern Middlesex Registry of Deeds.....458-8474

SCHOOL DEPARTMENT
 Athletic Director..... 640-7834
 Loella Dewing School, 1469 Andover St..... 640-7858
 Heath Brook School, 165 Shawsheen St..... 640-7865
 Memorial High School, 320 Pleasant St..... 640-7825
 North Street School, 133 North St..... 640-7875
 Louise Trahan School, 12 Salem Rd.....640-7870
 John Ryan Elem School, 135 Pleasant St..... 640-7880
 John Wynn Middle School, 1 Griffin Way.....640-7846
 Shawsheen Tech. Regional H.S. (Billerica).....667-2111
 Superintendent of Schools, 139 Pleasant St.....640-7801
 Business Admin. Office, 139 Pleasant St..... 640-7805
 Sealer of Weights & Measurers..... 640-4430
 Selectmen, Town Hall.....640-4300
 Senior Center, 175 Chandler St..... 640-4480
 Telemedia Department, TownHall771-0819
 Public Channel: Comcast 8 and Verizon 32
 Education Channel: Comcast 22 and Verizon 34
 Government Channel: Comcast 99 and Verizon 33
 Town Clerk, Town Hall..... 640-4355
 Town Manager, Town Hall..... 640-4300
 Treasurer/Tax Collector, 11 Town Hall Ave.... 640-4340
 Veterans Agent, Senior Center..... 640-4485
 Voter Information, Town Hall..... 640-4355
 Welfare Department..... 446-2400
 Historical Society 978-863-9989
 Web Site – www.tewksburyhistoricalsociety.org
 Tewksbury Cemetery, 172 East St..... 978-851-4165
 Tewksbury Community Pantry..... .978-858-2273
 Town Web Site.....www.tewksbury-ma.gov
 CITIZENS INFORMATION SERVICE
 Secretary of the Commonwealth..... 1-800-392-6090
 Web Site – www.sec.state.ma.us
 Senator Elizabeth Warren (Boston)..... 617-565-3170
 Senator Edward Markey (Boston)..... 617-565-8519
 Congressman Seth Moulton..... 202-225-8020
 State Senator Barry R. Finegold..... 617-722-1612
 State Representative David Allen Robertson 617-722-2210
 State Representative Tram T. Nguyen..... 617-722-2060
 State Representative Vanna Howard 617-722-2060